



**AGENDA**  
**REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL**  
**TUESDAY, NOVEMBER 26, 2024 AT 5:30 P.M.**  
**IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

*Barrhead....a quality community....giving a quality lifestyle*

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
  - (a) Regular Meeting Minutes – November 12, 2024
4. Public Hearings
  - (a) There are no Public Hearings
5. Delegation
  - (a) Delegation at 5:30 p.m. – Ms. Deborah Porter representing the Paddle River Golf Club
6. Old Business
  - (a) There is no Old Business
7. New Business
  - (a) Financial Statement Report to September 30, 2024
  - (b) Monthly Bank Statement for the Month Ending October 31, 2024
  - (c) 2025 Fire and ERC Budgets
  - (d) 2025 Twinning Committee Operating Budget
  - (e) Cancellation of Utility Receivable Accounts
  - (f) Cancellation of Trade Receivable Accounts
  - (g) Water Leak Detection

8. Reports

- (a) Council Reports

9. Minutes

- (a) Barrhead & District Community Support Services – October 17, 2024
- (b) Barrhead & District Twinning Committee – November 13, 2024
- (c) Barrhead Regional Fire Services Committee – November 13, 2024

10. Bylaw

- (a) Draft Bylaw 11-2024, Rates and Fees Bylaw

11. Correspondence Items

- (a) There are no Correspondence Items

12. For the Good of Council

13. Tabled Items

14. Closed Session

- (a) Legal – Pursuant to Section 17(2) of the FOIP Act

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD  
TOWN COUNCIL HELD TUESDAY, NOVEMBER 12, 2024,  
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

**PRESENT** Mayor McKenzie, Crs: T. Assaf, D. Kluin, R. Klumph, A. Oswald, D. Sawatzky and D. Smith

Officials: Cheryl Callihoo, Acting CAO and Jennifer Mantay, Director of Corporate Services

**OTHERS** Barry Kerton, Barrhead Leader

**ABSENT**

**CALL TO ORDER** Mayor McKenzie called the meeting to order at 5:30 p.m.

**AGENDA** The agenda was reviewed.

353-24 Moved by Cr. Sawatzky that the agenda be accepted as presented.

CARRIED UNANIMOUSLY

**CONFIRMATION OF MINUTES**

The Minutes of the Town Council Organizational Meeting of October 22, 2024, were reviewed.

354-24 Moved by Cr. Klumph that the Minutes of the Town Council Organizational Meeting of October 22, 2024 be approved as presented.

CARRIED UNANIMOUSLY

The Minutes of the Town Council Regular Meeting of October 22, 2024, were reviewed.

355-24 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of October 22, 2024 be approved as presented.

CARRIED UNANIMOUSLY

**DELEGATION**

Mayor McKenzie and Council welcomed Ms. Jane Wakeford and Ms. Nancy Madsen representing the Barrhead Accessibility Coalition at 5:31 p.m.

Ms. Jane Wakeford and Ms. Nancy Madsen, presented their thoughts and vision relating to accessibility related challenges for Council's consideration. The group is requesting \$10,000.00 as an annual budget and Ms. Jane Wakeford reviewed the action plan with Council.

**EXITED** Mayor McKenzie and Council thanked Ms. Jane Wakeford and Ms. Nancy Madsen, representing the Barrhead Accessibility Coalition for their presentation and they moved to the Gallery at 5:45 p.m. and exited the Chambers at 5:53 p.m.

356-24 Moved by Cr. Sawatzky that Council defer the information received from the Barrhead Accessibility Coalition to the 2025 budget deliberation meetings.

CARRIED UNANIMOUSLY

Council suggested that Administration reach out to the Barrhead Accessibility Coalition to discuss projects and suggestions for accessibility.

**BARRHEAD REGIONAL LANDFILL  
COMMITTEE 2025 BUDGETS**

For Council to approve the Barrhead Regional Landfill Committee's proposed 2025 Operating Budget, 2026-2028 Operating Plan, the 2025 proposed Capital Budget and the 10 Year Capital Plan.

- 357-24 Moved by Cr. Klumph that Council approves the Barrhead Regional Landfill Services 2025 Landfill Operating Budget with expenditures in the amount of \$339,520.00, with each municipality contributing \$96,260.00, as presented and recommended by the Barrhead Regional Landfill Services Committee.

CARRIED UNANIMOUSLY

- 358-24 Moved by Cr. Klumph that Council approves the Barrhead Regional Landfill Services 2026 to 2028 Landfill Operating Plan, as presented and recommended by the Barrhead Regional Landfill Services Committee.

CARRIED UNANIMOUSLY

- 359-24 Moved by Cr. Klumph that Council approves the Barrhead Regional Landfill Services 2025 Landfill Capital Budget with expenditures in the amount of \$75,000.00, with each municipality contributing \$37,500.00, as presented and recommended by the Barrhead Regional Landfill Services Committee.

CARRIED UNANIMOUSLY

- 360-24 Moved by Cr. Klumph that Council approves the Barrhead Regional Landfill Services 10 Year Proposed Landfill Capital Plan, as presented and recommended by the Barrhead Regional Landfill Services Committee.

CARRIED UNANIMOUSLY

**BARRHEAD JOHNSON AIRPORT  
COMMITTEE BUDGETS**

For Council to approve the Barrhead Johnson Airport Committee's proposed 2025 Operating Budget, 2026-2028 Operating Plan, the 2025 proposed Capital Budget and the 10 Year Capital Plan.

- 361-24 Moved by Mayor McKenzie that Council approves the Barrhead Johnson Airport Committee's proposed 2025 Operating Budget with a financial contribution of \$24,875.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Johnson Airport Committee.

CARRIED UNANIMOUSLY

- 362-24 Moved by Mayor McKenzie that Council approves the Barrhead Johnson Airport Committee's proposed 2026-2028 Financial Plan, as presented and recommended by the Barrhead Johnson Airport Committee.

CARRIED UNANIMOUSLY

- 363-24 Moved by Cr. Assaf that Council approves the Barrhead Johnson Airport Committee's proposed 2025 Capital Budget with zero capital expenditures as presented and recommended by the Barrhead Johnson Airport Committee.

CARRIED UNANIMOUSLY

- 364-24 Moved by Cr. Assaf that Council approves the Barrhead Johnson Airport Committee's 10 Year Capital Plan, as presented and recommended by the Barrhead Johnson Airport Committee.

CARRIED UNANIMOUSLY

**APPLICATION FOR FUNDING UNDER THE  
ALBERTA WATER/WASTEWATER  
PARTNERSHIP PROGRAM**

For Council to renew the request to submit an application for provincial funds under the Alberta Water/Wastewater Partnership Program, was received.

Jennifer Mantay, Director of Corporate Services reviewed the application with Council.

365-24 Moved by Cr. Kluin that Council instructs Administration to submit an application for provincial funding under Alberta Water/Wastewater Partnership Program for the proposed capital upgrade of the Town's lagoon system.

CARRIED UNANIMOUSLY

**COUNCIL  
REPORTS**

The following Reports to Council as of November 12, 2024, were reviewed:

- Barrhead & District Social Housing Association
- CAO's Report
- Council Action List to October 22, 2024

366-24 Moved by Cr. Kluin that the Barrhead & District Social Housing Association Report to Council as of November 12, 2024, be accepted as information and as presented.

CARRIED UNANIMOUSLY

367-24 Moved by Cr. Klumph that the CAO's Report be accepted as information.

CARRIED UNANIMOUSLY

368-24 Moved by Cr. Klumph that the Council Action List to October 22, 2024 be accepted as information.

CARRIED UNANIMOUSLY

**MINUTES TO  
COUNCIL**

The following Minutes to Council were reviewed:

- Barrhead & District Family and Community Support Services – September 19, 2024
- Barrhead & District Social Housing Association – September 12, 2024
- Barrhead & District Regional Landfill Committee – October 24, 2024

369-24 Moved by Cr. Smith that the Minutes to Council be accepted as information and as presented.

- Barrhead & District Family and Community Support Services – September 19, 2024
- Barrhead & District Social Housing Association – September 12, 2024
- Barrhead & District Regional Landfill Committee – October 24, 2024

CARRIED UNANIMOUSLY

**BYLAW 10-2024, TO AMEND THE  
LAND USE BYLAW 04-2015**

For Council to consider passing first reading of Bylaw 10-2024 to amend the Town's Land Use Bylaw 04-2015.

370-24 Moved by Cr. Sawatzky that Council pass first reading of Bylaw 10-2024, amending the Land Use Bylaw 04-2015, as presented.

CARRIED

IN FAVOR: Mayor McKenzie, Crs.: T. Assaf, D. Kluin, A. Oswald, D. Sawatzky and D. Smith

OPPOSED: Cr. R. Klumph

371-24 Moved by Cr. Sawatzky that Council establishes the statutory Public Hearing to be held at 5:30 p.m. during the December 10, 2024 regular Council Meeting, as it relates to the proposed Bylaw 10-2024.

CARRIED

IN FAVOR: Mayor McKenzie, Crs.: T. Assaf, D. Kluin, A. Oswald, D. Sawatzky and D. Smith

OPPOSED: Cr. R. Klumph

**CORRESPONDENCE  
ITEMS**

The following correspondence items were reviewed:

Letter dated October 17, 2024, from Ms. Jane Wakeford, concerned about the intersection of 53 Avenue and 43 Street with having no signage.

Letter dated October 25, 2024 from Ric McIver, Minister of Municipal Affairs, regarding the Ministerial Order No. MSD:085/24 enabling the Town of Barrhead to conduct the upcoming vote of electors pursuant to the requirements of the Local Authorities Election Act.

Letter dated October 25, 2024 from Ric McIver, Minister of Municipal Affairs, regarding information of the *Local Government Fiscal Framework Act* (LGFF) Capital allocations for the 2026 program year.

Letter dated October 2024 from Alberta Interim Police Advisory Board, regarding the overview of the police funding model implemented in 2019; Bill 6, the Police Amendment Act, which establishes a new system of police governance in Alberta; and Bill 11, the Public Safety Statutes Amendment Act, which establishes an independent police agency.

Email dated October 28, 2024 from the Rotary Club of Edson, regarding our Fire truck that went to the City of Mazatlan, Mexico.

372-24 Moved by Cr. Smith that Council accepts the letter dated October 17, 2024 from Jane Wakeford, concerned about the intersection of 53 Avenue and 43 Street with no signage, the letter dated October 25, 2024 from Ric McIver, Minister of Municipal Affairs, regarding the Ministerial Order No. MSD:085/24 enabling the Town of Barrhead to conduct the upcoming vote of electors pursuant to the requirements of the *Local Authorities Election Act*, the letter dated October 25, 2024 from Ric McIver, Minister of Municipal Affairs, regarding information of the *Local Government Fiscal Framework Act* (LGFF) Capital allocations for the 2026 program year, the letter dated October 2024 from Alberta Interim Police Advisory Board, regarding the overview of the police funding model implemented in 2019; Bill 6, the Police Amendment Act,

which establishes a new system of police governance in Alberta; and Bill 11, the Public Safety Statutes Amendment Act, which establishes an independent police agency, and the email dated October 28, 2024 from the Rotary Club of Edson, regarding our Fire truck that went to the City of Mazatlan, Mexico, be received as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD  
OF COUNCIL**

Cr. Kluin stated that the Remembrance Day Ceremony was well attended.

Cr. Klumph stated that Halloween went well in Barrhead.

Cr. Assaf specified that Telus was contacted and they assured him that in October a major upgrade will happen for the Town of Barrhead.

Cr. Oswald congratulated the Blue Heron Bowl on their 45<sup>th</sup> Anniversary.

**RECESSED**

373-24 Moved by Cr. Smith to recess the meeting at 6:25 p.m.

CARRIED UNANIMOUSLY

**RECONVENED**

374-24 Moved by Cr. Klumph to reconvene the meeting at 6:47 p.m.

CARRIED UNANIMOUSLY

**CLOSED SESSION – LAND FOIP ACT  
SECTION 24(1) AND LEGAL FOIP ACT  
SECTION 17(2)**

375-24 Moved by Cr. Assaf that Council go in closed session at 6:47 p.m.

CARRIED UNANIMOUSLY

**OUT OF CLOSED SESSION**

376-24 Moved by Cr. Smith that the Council come out of closed session at 8:10 p.m.

CARRIED UNANIMOUSLY

**ADJOURN**

377-24 Moved by Cr. Assaf that the Council Meeting be adjourned at 8:10 p.m.

CARRIED UNANIMOUSLY

**TOWN OF BARRHEAD**

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Mayor, David McKenzie

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Acting CAO, Cheryl Callihoo

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Collin Steffes, CAO

**cc:** File

**Date:** November 26, 2024

**Re:** 5:30 p.m. Delegation – Deborah Porter, representing the Paddle River Golf Club

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**1.0 PURPOSE:**

For Council to hear a presentation from the Paddle River Golf Club.

**2.0 BACKGROUND AND DISCUSSION:**

The Paddle River Gold Club has requested an opportunity to formally present to Town Council their thoughts and vision relating to the operations of the Golf course for 2025 and beyond.

**3.0 ALTERNATIVES:**

3.1 That Council defer the information received from the Paddle River Golf Club the 2025 budget deliberation meetings.

3.2 That Council tables the request from the Paddle River Gold Club Barrhead and instructs the Club for further information to be presented at the next Council Meeting.

**4.0 FINANCIAL IMPLICATIONS:**

Yet to be determined – based on Council's formal decision and direction.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Not Applicable



**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not applicable at this time.

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Limited at this time.

**8.0 ATTACHMENTS:**

8.1 Business Plan

**9.0 RECOMMENDATION:**

That Council defer the information received from the Paddle River Golf Club to the 2025 budget deliberation meetings.

(original signed by the CAO)

Collin Steffes  
CAO



PADDLE RIVER GOLF  
&  
COUNTRY CLUB

# PADDLE RIVER GOLF AND COUNTRY CLUB

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Barrhead, Alberta T7N 1A6  
Phone: (780)674-5059  
Fax: (780)674-5088

Email Clubhouse: [paddlrivergolf@gmail.com](mailto:paddlrivergolf@gmail.com)

Email Board: [prgdir@gmail.com](mailto:prgdir@gmail.com)

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## Business Plan – 2025 - 2029

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### 1. Executive Summary

Located in the Town of Barrhead, just north of the Paddle River, the course offers an open to the public, family golf course with a relaxed atmosphere. Paddle River is a great place to learn if you are new to the game and want to enjoy a relaxed game of golf. The course offers easy terrain in a picturesque setting that is senior friendly with available tee times and the ability to walk on most days.

The mandate of Paddle River Golf and Country Club (PRGCC) is to serve the community by providing golfers of all ages, levels and abilities, opportunities for outdoor physical and social activities in a welcoming and accessible facility at an affordable cost. The club wishes to be able to continue to serve the community by offering a safe, accessible and functional course and facility for youth, seniors, people with disabilities, families and the community as a whole. The club's membership is made up of a wide variety of community members including youth, adults, seniors, families and community members from all walks of life and varying abilities. The club offers a variety of programs to meet the needs of the community and works to ensure these programs are affordable for those on limited incomes.

**Programs Offered:** The club offers a variety of programs to meet the needs of our diverse membership and the community as a whole. All programs and activities are open to members and non-members and are overseen by volunteers under the direction of the Board of Directors. These programs include:

**\*Youth Program:** This program is open to all youth. These children learn valuable life skills, gain the opportunity for physical and social activity all while learning the game, rules and etiquette of golf.

**\*Seniors Program:** This program is open to all seniors. The goal is to provide a cost effective program that encourages seniors of all skill levels, to remain both physically and socially active.

**\*Ladies and Men's Leagues:** These programs meet weekly to spend a few hours playing the game of golf and socializing and are open to both members and non-members.

**\*Open Golf:** Available to all members of the public at a reasonable and affordable cost.

**\*Tournaments and Special Events:** A variety of tournament types and special events are offered that are available for public or private events

**\*Reduced Tuesdays:** We offer a reduced rate on Tuesdays to support community members that may have financial challenges that prevent them from otherwise being able to participate. We encourage families to take advantage of this program.

**\*Golf Clinics:** Clinics are offered at an affordable rate and are open to both members and non-members as an opportunity to learn to golf or increase skills. They are intended to encourage community members to try the game, increase physical activity and social involvement.



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## 2. Paddle River Golf and Country Club is Unique

The PRGCC is a non-profit organization run by a volunteer board of directors and relies on many volunteers to help with programs and projects. Over the years our volunteers have taken on and completed many projects that help keep the club operating. During the summer months we also employ a few staff to operate the clubhouse and maintain the grounds. Our volunteers come from a variety of backgrounds and experience and have been effective in offering their skills and personal equipment towards the completion of numerous projects such as plumbing repairs, building maintenance, equipment repairs, grounds maintenance, tree trimming and removal, running of tournaments and programs etc.

The course and its programs are open to all community members and maintain a very flexible and relaxed schedule and pace. Staff are friendly and inviting and volunteers are always willing to help out where they can. With an accessible deck that provides access to both the deck and the clubhouse, people of all physical abilities can access the facility.

Although there are a couple of other golf courses in the surrounding area, because the club and course is located within the town of Barrhead it is therefore available to community members who could not drive to an out of town location, or do not have a means of transportation or the funds to pay for transportation.

Many seniors, youth and beginning golfers that access our course and the programs offered, have reported that they find our course very accessible and geared to their style of golf. The club offers a relaxed environment that golfers can play at their own pace. The club has golf carts available for those that want or need this option as well as a number of Tempo Walks that can carry your clubs if you prefer to walk but may not want to or are able to carry them on your own.

The club is also focused on maintaining affordable rates for both members as well as non-members to encourage people to participate. The deck area and clubhouse offer space for golfers to gather before and after golf to socialize and stay connected with others from their community.

The club has seen approximately 2000 people access the course over this past season, with many people being return users and expect with improvements this number could greatly increase. A fair number of these people have been seniors and people with disabilities who utilize both the ramp to access the deck and clubhouse as well as the golf carts and Tempo Walks. Each of our weekly programs maintain an average of 10 to 20 people accessing the program. Each tournament or Special Event has had a range of 15 to 50 people attend. We also continue to have a number of youth that are participating in our programs and hope to continue to increase this participation as well.

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## 3. Challenges

The club has experienced significant financial challenges over the past few years as a result of a number of factors. The club has seen a decline in membership overall and especially with seniors which traditionally have held the majority of memberships. We also believe that there potentially are less seniors within the community that need the accessible uniqueness of the course to meet their needs. More of the older seniors are no longer able to golf and many younger seniors are more active and not yet ready to switch to a less physically challenging course. The club has also seen less youth and families accessing the course and feel some of this may be the result of people having less disposable income.

During the pandemic there were long periods of time where the club could not open and/or limited people were accessing the course and programs. This resulted in limited or no revenue to maintain the facility as only the basics could be covered such as utility costs etc. As an effect of the pandemic, little to no revenue source as well as the slow return of people to accessing programs, the club ended up in a significant deficit. We have since been able to overcome the deficit and are bringing in revenue to sustain operations, however it is not yet sufficient enough to cover the costs of the needed replacements and repairs to the facility. Since that time we have strived to rebuild our clientele and offer programs to meet the needs of the community.

The PRGCC has for many years relied on community member volunteers to help meet the many needs of operating the course. Since the pandemic, this need for volunteers has increased significantly and especially during this past year when we were challenged to retain adequate staffing and more specifically a qualified greens keeper. We have also not been successful in obtaining federal funding to help support hiring summer students for the past two years. In the past we relied heavily on the ability to obtain this funding to support both our grounds and clubhouse staffing costs. We are finding it increasingly challenging to find adequate volunteers to help out. In addition the nature and amount of work, has become beyond the scope of being able to be met by volunteers alone.

Much of the equipment the club currently owns has been well maintained and been in use for many, many years but unfortunately some have come to the end of their lifespan and require significant repairs or replacement. Much of the needed equipment and repairs are a result of simply age and general wear and tear. The building is also in need of a number of upgrades and some work has been done such as the replacement of the deck surface, painting of the proshop/restaurant etc. as resources come available to update the space. The revenue the club is able to bring in has been needed to maintain operations and programs and is not enough to cover these large project needs.

The club has also experienced challenges with finding trained, skilled greenskeeping staff. Ideally the club would like to hire someone for this role that has the specific education and certificates needed or is willing to obtain this training. The club ideally would like to maintain 7 to 10 staff; 3 to 4 for groundskeeping and equipment maintenance and 4 to 6 for the Proshop/restaurant. This year we operated with 6 staff total, 2 of which were high school students, and many volunteers which although greatly appreciated, is not sustainable.



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The course, although beautiful, has many significantly older trees that are both very large and challenging to maintain. Some of these trees have reached the point, with dead or broken branches, that they have become a danger to those who access the course. The trees are large enough that a professional tree trimming company is needed to remove those that are at the end of their life and restore the others to a state where they are healthy and safe. This work is beyond the scope of a typical greenskeeper due to the size of the trees and potential risks.

The board has applied for a number of grants over the past number of years and was successful in obtaining the Canadian Emergency Business Account (CEBA) funds from the government as well as a small grant from the County of Barrhead this past year. The club has successfully paid off the CEBA loan. The club also engages in fundraising activities through participating in Casinos, has held raffles, and received some small donations for specific programs. The board will continue to seek out additional funding options and fundraising opportunities that will help to maintain the club and its programs.

## **4. Marketing and Sales Strategy**

Although the club currently uses a number of means to promote and advertise its programs and services such as social media, website, and community resource guide, it has not yet developed a full marketing plan. The PRGCC Board of Directors however is fully prepared to enter into the development and implementation of an aggressive marketing plan and strategies to increase membership and community engagement that will in turn increase revenue. Following our Annual General Meeting, where the next terms board members will be ratified, the board plans to engage in the development of a full marketing plan and strategy. In the meantime, the board however has identified a number of strategies that can be implemented.

### **Promotion:**

Promote the course and all programs, tournaments and events through increased social media usage, improved website, advertising resources, Community Resource Guide, Better in Barrhead, community events such as Make the Connection, trade fairs etc.

Revamp and update all marketing materials such as pamphlets, posters, website, social media etc. to include standard and consistent branding and that clearly outline the programs and services available.

Ensure marketing materials such as brochures and posters are available at local and regional community locations such as tourist information locations, recreation centers, campgrounds, community halls, information boards, health, sports or recreation type businesses etc.

Offer advertising space including hole sponsorships, cart sponsorship, advertising on fence at highway and promotion to local and regional businesses.



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## Improved Experience:

Strive to ensure that all participants have a great experience when accessing the course through well maintained grounds, facilities and equipment; friendly and helpful staff and volunteers; available merchandise; unique resources such as Tempo Walks; and a variety of programs and events.

Research and provide other potential programs, promotional offers or opportunities such as Spark golf etc.

## Programs:

Offer a variety of well organized and fun tournaments, special events, Fun nights, e.g. Different types of games, couple's nights etc.

Look at new ways to engage various community demographics and diverse populations including families, youth, seniors, newcomers, cultural groups and people with varying abilities and skill levels.

Provide promotional offers to other community services, programs or events such as FCSS Welcome wagon baskets, school and youth groups, senior functions or events, Street Festival and other non profit events. These could include items such as free passes, % off, promotional items etc.

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## 5. Operations Plan

The PRGCC intends to work to increase revenue each year and reduce costs as much as possible. With adequate and well working equipment, stable, knowledgeable and trained staff, an effective marketing plan, and an overall improved experience for patrons, we believe within five years we will be able to successfully bring the course back to a self-sustaining operation.

The basic requirements and estimated cost of running the course include the following:

**Wages:** Seasonal Costs for approximately 30 weeks:

Staffing for Pro-shop: 112 hours/week: \$2,806/week = \$84,180

Staffing for Grounds (minimum 2 people for full season and 1 summer student for 8 weeks): 80 hours per week: \$2760/week for 30 weeks and \$828/week for 8 weeks = \$89,424 annual

\*Total approximate staffing costs annually: \$173,604 annual – includes wages and mandatory employer costs

**Equipment:** Need to spend at least \$20,000 per year to repair and replace to get up to date equipment.



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**Operating supplies:** fuel, oil, belts, maintenance/repairs: \$350/week - \$9000

**Grounds Supplies:** fungicide, seed, fertilizer, sand, weed control: \$200/week - \$5,200

**Tree Trimming:** \$12,000/year

**Equipment Rental:** \$2,500/year

**Grounds repairs:** ponds, irrigation, root removal, flower beds: \$10,000/year

**Utilities:** \$200/week - \$10,400

**Food/beverages:** \$1000/week = \$100/day minimum - \$26,000

**Insurance and Property Tax =** \$10,626

Total other operating costs: \$143,726

**Building Upgrades:** To be determine

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## 6. Request

The PRGCC has established a goal to rejuvenate and revitalize the course and clubhouse, increase membership and revenue and establish a sustainable well managed community recreation option that offers a variety of programs to community members of all ages, diversities and abilities by 2030. PRGCC is making a request to the Town of Barrhead to support the club over the next 5 years in helping to restore this valuable community resource to a viable, self sufficient recreation option for the community. The PRGCC is seeking operational funds of \$250,000 to be utilized to meet the needs of bringing the course to a sustainable and resilient community recreation option . If required this funding could be spread out over the next three to five years. This funding will support course operational needs including course maintenance, equipment replacement and repair, tree removal and maintenance, clubhouse revitalization and general operating needs.

Without this funding it will be significantly more challenging for the club to continue to offer a safe and well maintained community resource that is accessible, affordable and provides programs for the town of Barrhead . We, as a board, feel strongly that the club and course are an invaluable asset to the Town of Barrhead and a benefit to all members of the community, regardless of their abilities, age or social economic status. We believe in the need to continue to provide the programs we offer to enhance the recreation opportunities within the community of Barrhead that will inturn support local businesses and tourism.

This request is important as it will help the golf club to be able to continue to operate safe, accessible and affordable programs for all community members. The Board and organization is very dedicated to maintaining this facility and the programs offered as well as meeting any new



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Email Clubhouse: [paddlerivergolf@gmail.com](mailto:paddlerivergolf@gmail.com)

Email Board: [prgdir@gmail.com](mailto:prgdir@gmail.com)

community need that may arise. The club strives to continuously engage new people in the sport and look to develop programs that will create that engagement. This funding will support this mandate by maintaining a safe and accessible environment.

The board, volunteers and staff hired will continue to run the golf course and club and make improvements as well as offer the programs that have been, and continue to be, successful for the community. The maintenance of the facilities and repairs needed, will continue to also be done as much as possible by staff and volunteers, except where outside resources may be needed. A general weekly, monthly and annual maintenance schedule will be utilized to ensure the facility and equipment is taken care of.

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## 7. Financial Plan:

Through good fiscal management, aggressive marketing strategies and techniques, increased revenues, the application for funding opportunities such as grants and the financial support of the Town of Barrhead the PRGCC will create a sustainable program. Budgets for the next five years are attached.

The PRGCC has established the attached budgets which include the funds requested from the Town of Barrhead. These include anticipated increases to revenue and expenses over this period including the intent to replace equipment and attempts to reduce expense costs. Any surpluses that result can be utilized towards developing a savings fund and future equipment replacement and building upgrades.

Although revenue from grants was not included in each of the annual budgets, it is our intent to research and apply for any potential grants we can identify that will support the improvement of the course and buildings. As the receipt of grant funds is not guaranteed and we are not yet sure of what potential grants may be available or how much these funds might be, we did not include this revenue in the budgets.

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# REQUEST FOR DECISION

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**To:** Town Council

**From:** Collin Steffes, CAO

**cc:** File

**Date:** November 26, 2024

**Re:** Financial Statement Reports to September 30, 2024

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## **1.0 PURPOSE:**

For Council to approve the Financial Statement Report to September 30, 2024, as presented.

## **2.0 BACKGROUND AND DISCUSSION:**

It has been the practice of Administration to provide Council with interim financial information to provide some insight into the Town's financial activities for both the operational and capital budgets.

## **3.0 ALTERNATIVES:**

3.1 Council receives the Financial Statement Reports to September 30, 2024, as presented.

3.2 Council tables the Financial Statement Reports to September 30, 2024 and instructs Administration to provide additional information to the Financial Statement Report to September 30, 2024, and report back to the next Council Meeting.

## **4.0 FINANCIAL IMPLICATIONS:**

None

## **5.0 INTERDEPARTMENTAL IMPLICATIONS:**

None

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

None

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Not Applicable

**8.0 ATTACHMENTS:**

8.1 Financial Statement Report to September 30, 2024

8.2 Operating Financial Statement by Department for the nine months ending September 30, 2024

8.3 Operating Financial Statement by Category for the nine months ending September 30, 2024

8.4 Net Municipal Requirements – Operating for the nine months ending September 30, 2024

8.5 Assets & Liabilities for the nine months ending September 30, 2024

8.6 Capital Financial Statement by Department for the nine months ending September 30, 2024

8.7 Capital Financial Statement by Department for the nine months ending September 30, 2024

**9.0 RECOMMENDATION:**

Council receives the Financial Statement Reports to September 30, 2024, as presented.

(original signed by the CAO)

Collin Steffes  
CAO



## TOWN OF BARRHEAD FINANCIAL STATEMENT REPORT TO SEPTEMBER 30, 2024

Council approved the 2024 Operating and Capital Budgets on January 9, 2024. During the budget process Council reviewed all budget line items, set priorities, and established the municipal property tax rates for 2024. The Operating Budget was approved at \$ 16.3 million and Capital Budget at \$5.9 million. To continue providing the same level of services and programs for the residents of the Town, Council increased the Municipal portion of the property tax rates for both residential and non-residential properties by 2%.

On September 30, actuals would typically be at approximately 75% levels, however total property tax revenues were accounted for when levied in May so they are at just over 100%, and entries for transfers to capital for projects and reserves are done at year end so they are at 0%.

The September 30, 2024, Financial Statements indicate that all departments are doing very well with the various budget items.

A summary of the Operating and Capital Budgets on September 30, 2024 follows.

### A. **OPERATING FINANCIAL STATEMENT BY DEPARTMENT** (See Attached A-1, A-2)

The Operating Financial Statement by Department provides summarized details by each department (Administration, Roads, Arena, etc.), with total operating revenues followed by total operating expenses.

On average most of the revenues by department are close to the 75% mark, with an overall total of 86.44% of the 2024 budgeted revenues. Property Taxes were levied in May so they are at 100.61% (Line 7). Council revenues (Line 9) are higher than budgeted due to additional meeting reimbursements. Town Fire revenues (Line 14) are also a bit higher than budgeted because of a billable in-town fire charge. Curling Rink Revenues on Line 39 are at 105.24% of budget due to the higher County contribution towards recreation. All Transfers from Operating Reserves are completed at Year End.

Expenses are on par with where we would expect them to be in the third quarter, for an overall total of 69.86% of the 2024 budgeted expenses. Some expenses are already paid in full for the entire year, such as insurance and RCMP Contracted Services.

Entries for the various departmental contributions to capital for projects and reserves are completed at the end of the year.

**B. OPERATING FINANCIAL STATEMENT BY CATEGORY** (See Attached B-1)

The Operating Financial Statement by Category provides the same information as in (A-1, A-2) but is summarized by the various categories (Taxes, Sales of Goods & Services, Grants, Salaries, Contracted Services, Equipment Maintenance, Insurance, Utilities, etc.), with total operating revenues followed by total operating expenses.

Upon a review of this operating report on September 30, 2024, many of the revenue categories are close to or greater than 75%. Transfers from Operating Reserves are completed at year end.

For the expense section, many expenses are close to the 75% mark. Some items are paid for early in the year so they will be at a higher %, such as insurance (line 41).

As noted, the Contribution to Capital of \$ 1,099,540, as listed on line 48 of the report, is done at the end of the year so it will be 0% at this time.

Overall, all Departments are doing very well staying within their budgets.

**C. NET MUNICIPAL REQUIREMENTS – OPERATING** (See Attached C-1)

The Net Municipal Requirements – Operating provides similar information as in Sections A and B; however, it provides more specific details for each department. Column A (Net Municipal Financial Requirement) indicates the Net Operating Surplus/Deficit on September 30, 2024, for each Department. Column B (2024 Budget) is the Net Budget required for the full year (Revenues less Expenses), while Columns C and D are the Variance columns.

As most of the Net Municipal Financial Requirements are at close to 75% of the total 2024 budget, this report indicates that most departments are on track to stay within their allocated budgets in 2024.

As previously noted, entries for contributions to capital and reserves are completed at year end.

**D. ASSETS & LIABILITIES** (See Attached D-1)

The Assets report lists the Cash & Investments of \$ 11 million (line 7) as of September 30, 2024. A portion of these funds will be utilized during the year for operations and for capital projects that have been undertaken in 2024.

The Taxes Receivable of \$873,000 (line 8) lists the amount of taxes that were outstanding at September 30, 2024.

The Receivables of \$ 841,793 (line 9) is the amount owing for any outstanding Utility bills, invoicing for Landfill fees, bulk water, licenses, and GST to be recovered from the government.

The Liabilities & Equity section shows the various operating and capital reserves as well as the deferred revenues which is for government grants that have been received but not expended yet.

The Pool debenture of \$3.8 million (line 32) is the total on December 31, 2023, with the 2024 payment amounts to be applied at the end of the year.

E. **CAPITAL FINANCIAL STATEMENT BY DEPARTMENT** (See Attached E-1)

The Capital Financial Statement by Department shows all the capital revenues and expenditures by Department (Fire, Water, Sewer, Arena, Pool, etc.). The revenues are listed first, followed by the expenditures.


Most Capital Revenues will come from reserves, grants, or contributions from operating. The entries for most of these will be completed at the 2024 year-end, so it is not unusual for many of these revenues to be at 0% on this report.


The Capital Expenditures show the expenses to September 30, 2024. Several of the capital projects are in progress and will be completed in 2024 or a few could be forwarded to 2025 after tenders have been reviewed or capital grant funding for the project has been approved.


F. **CAPITAL FINANCIAL STATEMENT BY CATEGORY** (See Attached F-1)

The Capital Financial Statement by Category lists the same information as in E-1 but by category (Grants, From Capital Reserves, From the Operating Function, Engineering Structures Addition, Equipment Additions). Capital Revenues are listed, followed by Capital Expenditures.


As noted previously, most Capital Revenues will be recorded later in the year and the Capital Expenditures are based on the payments that have been made to date as many projects are still in progress for this year.

	A	B	C	D	E
1	TOWN OF BARRHEAD				
2		Operating Financial Statement by <b>DEPARTMENT</b>			
3		For the Nine Months Ending September 30, 2024			
4		Sep	2024		
5		2024	Budget	Variance	Variance %
6	<b>REVENUES</b>				
7	Taxes	-7,198,044.54	-7,154,520	43,524.54	100.61%
8	Franchise, Interest, Tax Penalties	-1,216,008.21	-1,328,000	-111,991.79	91.57%
9	Council	-5,622.86	-4,500	1,122.86	124.95%
10	Administration	-55,167.74	-123,200	-68,032.26	44.78%
11	RCMP	-24,750.00	-45,300	-20,550.00	54.64%
12	Fire	-822,495.18	-997,970	-175,474.82	82.42%
13	ERC	-21,060.00	-28,080	-7,020.00	75.00%
14	Town Fire/Town ERC	-2,100.00	-1,000	1,100.00	210.00%
15	Disaster Services		-50	-50.00	0.00%
16	Enforcement Services	-24,269.17	-45,850	-21,580.83	52.93%
17	Safety		-6,900	-6,900.00	0.00%
18	Public Health		-11,940	-11,940.00	0.00%
19	Common Services	-6,729.30	-25,250	-18,520.70	26.65%
20	Roads	-154,559.67	-202,920	-48,360.33	76.17%
21	Water	-2,138,824.52	-3,078,460	-939,635.48	69.48%
22	Sewer	-422,216.85	-688,550	-266,333.15	61.32%
23	Trade Waste	-159,402.91	-240,870	-81,467.09	66.18%
24	Landfill	-250,133.54	-328,930	-78,796.46	76.04%
25	Recycle	-160,119.34	-235,090	-74,970.66	68.11%
26	New Landfill		-5,050	-5,050.00	0.00%
27	FCSS	-305,074.53	-406,770	-101,695.47	75.00%
28	Cemetery	-12,800.00	-37,900	-25,100.00	33.77%
29	Development	-19,235.93	-38,600	-19,364.07	49.83%
30	Communications		-10,000	-10,000.00	0.00%
31	Subdivision	-116,623.40		116,623.40	0.00%
32	Recreation Administration	-60,492.24	-63,800	-3,307.76	94.82%
33	Arena	-323,657.67	-402,910	-79,252.33	80.33%
34	Pool	-406,141.72	-489,050	-82,908.28	83.05%
35	Parks	-154,207.72	-191,520	-37,312.28	80.52%
36	Sportsground		-8,000	-8,000.00	0.00%
37	Rotary Park	-15,963.20	-20,000	-4,036.80	79.82%
38	Bowling Alley	-3,807.10	-4,050	-242.90	94.00%
39	Curling	-14,660.00	-13,930	730.00	105.24%
40	Walking Trail		-10,000	-10,000.00	0.00%
41	Tourism	-5.00	-8,000	-7,995.00	0.06%
42	Twinning		-4,900	-4,900.00	0.00%
43	Contingency/General		-43,370	-43,370.00	0.00%
44	<b>Total Revenue</b>	<b>-14,094,172.34</b>	<b>-16,305,230</b>	<b>-2,211,057.66</b>	<b>86.44%</b>
45					
46	<b>EXPENSES</b>				
47	Mayor	43,686.91	62,760	19,073.09	69.61%
48	Council	200,772.04	265,090	64,317.96	75.74%
49	Administration	763,554.53	1,023,430	259,875.47	74.61%
50	Computer	61,558.37	90,450	28,891.63	68.06%
51	RCMP	290,739.81	311,430	20,690.19	93.36%
52	Fire	778,819.23	997,970	219,150.77	78.04%
53	ERC	38,317.38	56,160	17,842.62	68.23%
54	Town Fire/Town ERC	293,631.75	389,700	96,068.25	75.35%
55	Disaster Services		1,500	1,500.00	0.00%
56	Enforcement Services	109,519.83	165,400	55,880.17	66.22%
57	Safety	56,556.45	80,050	23,493.55	70.65%

	A	B	C	D	E
1	TOWN OF BARRHEAD				
2		Operating Financial Statement by <b>DEPARTMENT</b>			
3		For the Nine Months Ending September 30, 2024			
4		Sep	2024		
5		2024	Budget	Variance	Variance %
58	Public Health	30.80	11,940	11,909.20	0.26%
59	Common Services	330,888.51	598,390	267,501.49	55.30%
60	Roads	882,832.45	1,447,730	564,897.55	60.98%
61	Airport	12,990.00	17,320	4,330.00	75.00%
62	Storm Sewer	10,838.10	31,120	20,281.90	34.83%
63	Water	1,779,417.42	2,171,930	392,512.58	81.93%
64	BRWC	751,134.31	906,530	155,395.69	82.86%
65	Sewer	266,559.35	688,550	421,990.65	38.71%
66	Trade Waste	136,294.37	240,870	104,575.63	56.58%
67	Landfill	203,376.97	328,930	125,553.03	61.83%
68	Recycle	159,424.46	235,090	75,665.54	67.81%
69	New Landfill		18,200	18,200.00	0.00%
70	FCSS	483,914.88	483,920	5.12	100.00%
71	Cemetery	26,789.73	52,660	25,870.27	50.87%
72	Development	129,213.05	152,210	22,996.95	84.89%
73	Communications	118,228.09	172,140	53,911.91	68.68%
74	Recreation Administration	280,104.59	374,340	94,235.41	74.83%
75	Arena	471,951.19	714,830	242,878.81	66.02%
76	Pool	1,280,965.53	1,766,260	485,294.47	72.52%
77	Parks	309,658.52	329,380	19,721.48	94.01%
78	Sportsground	61,703.77	70,710	9,006.23	87.26%
79	Rotary Park	3,198.01	10,750	7,551.99	29.75%
80	Bowling Alley	5,764.52	7,930	2,165.48	72.69%
81	Curling	16,455.47	30,710	14,254.53	53.58%
82	Walking Trail	33,532.71	54,080	20,547.29	62.01%
83	Museum	226.38	500	273.62	45.28%
84	Tourism/Culture	70,966.56	168,770	97,803.44	42.05%
85	Twinning	3,957.11	9,800	5,842.89	40.38%
86	Library	95,074.23	127,140	32,065.77	74.78%
87	Requisition	817,050.29	1,553,750	736,699.71	52.59%
88	Contingency/General	1,013.60	70,000	68,986.40	1.45%
89	<b>Total Expenses</b>	<b>11,380,711.27</b>	<b>16,290,420</b>	<b>4,909,708.73</b>	<b>69.86%</b>
90					
91	<b>(Surplus)/Deficit</b>	<b>-2,713,461.07</b>	<b>-14,810</b>	<b>2,698,651.07</b>	


	A	B	C	D	E
1		TOWN OF BARRHEAD			
2		Operating Financial Statement by <b>CATEGORY</b>			
3		For the Nine Months Ending September 30, 2024			
4		Sep	2024		
5		2024	Budget	Variance	Variance %
6	<b>REVENUES</b>				
7	Taxes	-7,198,044.54	-7,154,520	43,524.54	100.61%
8	Sales of Goods & Services	-3,323,700.79	-4,719,780	-1,396,079.21	70.42%
9	Penalties and Costs on Taxes	-53,387.41	-43,000	10,387.41	124.16%
10	Licenses & Fees	-61,570.17	-70,350	-8,779.83	87.52%
11	Concessions and Franchises	-804,667.13	-1,035,000	-230,332.87	77.75%
12	Return on Investments - Operati	-357,953.67	-250,000	107,953.67	143.18%
13	Rentals	-256,679.52	-401,720	-145,040.48	63.90%
14	Donations	-2,021.95	-3,350	-1,328.05	60.36%
15	Tipping Fees, Reimbursements	-162,225.28	-175,450	-13,224.72	92.46%
16	Federal Grants	-2,880.00	-2,800	80.00	102.86%
17	Provincial Grants	-703,052.78	-792,320	-89,267.22	88.73%
18	Local Government Contributions	-1,167,989.10	-1,509,070	-341,080.90	77.40%
19	Transfers From Operating Reserve		-147,870	-147,870.00	0.00%
20	<b>Total Revenue</b>	<b>-14,094,172.34</b>	<b>-16,305,230</b>	<b>-2,211,057.66</b>	<b>86.44%</b>
22					
23	<b>EXPENSES</b>				
24	Salaries & Wages	3,231,842.65	4,330,380	1,098,537.35	74.63%
25	Employer Costs/Benefits	773,040.41	1,015,410	242,369.59	76.13%
26	Training & Development	29,138.24	83,000	53,861.76	35.11%
27	Mayor/Council Fees & Per Diems	172,701.00	227,660	54,959.00	75.86%
28	Mayor/Council Travel & Subsistence	24,712.74	42,500	17,787.26	58.15%
29	Fire Fighter & Guardian Fees	189,314.92	216,740	27,425.08	87.35%
30	Fire Guardian Mileage	7,753.09	6,500	-1,253.09	119.28%
31	Travel & Subsistence	39,973.77	54,600	14,626.23	73.21%
32	Memberships	12,770.11	15,360	2,589.89	83.14%
33	Freight & Postage	27,430.82	39,160	11,729.18	70.05%
34	Telephone & Internet	45,793.02	62,760	16,966.98	72.97%
35	Appreciation/Promotional Events	9,490.30	44,400	34,909.70	21.37%
36	Contracted/Professional Services	2,065,175.67	2,145,580	80,404.33	96.25%
37	Repairs & Maintenance General	348,885.67	528,200	179,314.33	66.05%
38	Building Maintenance	195,049.48	214,300	19,250.52	91.02%
39	Equipment & Vehicle Maintenance	246,387.72	347,520	101,132.28	70.90%
40	Leases, Licenses	95,348.21	184,290	88,941.79	51.74%
41	Insurance	310,560.00	331,330	20,770.00	93.73%
42	Materials & Supplies, Chemicals	732,606.14	1,111,330	378,723.86	65.92%
43	Gas, Power, Water	803,030.55	1,257,550	454,519.45	63.86%
44	Asset Retirement Accretion		18,330	18,330.00	0.00%
45	Requisitions/Adjustments	817,050.29	1,553,750	736,699.71	52.59%
46	Contribution to Other Local Government	12,990.00	17,320	4,330.00	75.00%
47	Contribution to Boards & Agencies	890,966.11	1,034,070	143,103.89	86.16%
48	Contribution to Capital		1,099,540	1,099,540.00	0.00%
49	Add to Operating Reserve		7,650	7,650.00	0.00%
50	Debenture, Bank Charges, Write-Offs	297,686.76	301,190	3,503.24	98.84%
51	Underlevies	1,013.60		-1,013.60	0.00%
52	<b>Total Expenses</b>	<b>11,380,711.27</b>	<b>16,290,420</b>	<b>4,909,708.73</b>	<b>69.86%</b>
53					
54	<b>(Surplus)/Deficit</b>	<b>-2,713,461.07</b>	<b>-14,810</b>	<b>2,698,651.07</b>	



	A	B	C	D	E
1	TOWN OF BARRHEAD				
2		<b>Net Municipal Requirements - Operating</b>			
3		For the Nine Months Ending September 30, 2024			
4		Net Municipal		2024	
5		Financial Requirement	Budget	Variance	Variance %
6	<b>DEPARTMENT</b>				
7	Taxes	-7,198,044.54	-7,154,520	43,524.54	100.61%
8	Other	-1,216,008.21	-1,328,000	-111,991.79	91.57%
9	Mayor	43,686.91	62,760	19,073.09	69.61%
10	Council	195,149.18	260,590	65,440.82	74.89%
11	Administration	708,386.79	900,230	191,843.21	78.69%
12	Computer	61,558.37	90,450	28,891.63	68.06%
13	RCMP	265,989.81	266,130	140.19	99.95%
14	Fire	-43,675.95	0	43,675.95	0.00%
15	ERC	17,257.38	28,080	10,822.62	61.46%
16	Town Fire/Town ERC	291,531.75	388,700	97,168.25	75.00%
17	Disaster Services		1,450	1,450.00	0.00%
18	Enforcement Services	85,250.66	119,550	34,299.34	71.31%
19	Safety	56,556.45	73,150	16,593.55	77.32%
20	Public Health	30.80	0	-30.80	0.00%
21	Common Services	324,159.21	573,140	248,980.79	56.56%
22	Roads	728,272.78	1,244,810	516,537.22	58.50%
23	Airport	12,990.00	17,320	4,330.00	75.00%
24	Storm Sewer	10,838.10	31,120	20,281.90	34.83%
25	Water	-359,407.10	-906,530	-547,122.90	39.65%
26	BRWC	751,134.31	906,530	155,395.69	82.86%
27	Sewer	-155,657.50	0	155,657.50	0.00%
28	Trade Waste	-23,108.54	0	23,108.54	0.00%
29	Landfill	-46,756.57	0	46,756.57	0.00%
30	Recycle	-694.88	0	694.88	0.00%
31	New Landfill		13,150	13,150.00	0.00%
32	FCSS	178,840.35	77,150	-101,690.35	231.81%
33	Cemetery	13,989.73	14,760	770.27	94.78%
34	Development	109,977.12	113,610	3,632.88	96.80%
35	Communications	118,228.09	162,140	43,911.91	72.92%
36	Subdivision	-116,623.40		116,623.40	0.00%
37	Recreation Administration	219,612.35	310,540	90,927.65	70.72%
38	Arena	148,293.52	311,920	163,626.48	47.54%
39	Pool	874,823.81	1,277,210	402,386.19	68.49%
40	Parks	155,450.80	137,860	-17,590.80	112.76%
41	Sportsground	61,703.77	62,710	1,006.23	98.40%
42	Rotary Park	-12,765.19	-9,250	3,515.19	138.00%
43	Bowling Alley	1,957.42	3,880	1,922.58	50.45%
44	Curling	1,795.47	16,780	14,984.53	10.70%
45	Walking Trail	33,532.71	44,080	10,547.29	76.07%
46	Museum	226.38	500	273.62	45.28%
47	Tourism	70,961.56	160,770	89,808.44	44.14%
48	Twinning	3,957.11	4,900	942.89	80.76%
49	Library	95,074.23	127,140	32,065.77	74.78%
50	Requisition	817,050.29	1,553,750	736,699.71	52.59%
51	Contingency/General	1,013.60	26,630	25,616.40	3.81%
52	<b>Total Net Financial Requirement</b>	<b>-2,713,461.07</b>	<b>-14,810</b>	<b>2,698,651.07</b>	

	A	B
1	TOWN OF BARRHEAD	
2	<b>ASSETS &amp; LIABILITIES</b>	
3	For the Nine Months Ending September 30, 2024	
4		September
5		2024
6	<b>ASSETS</b>	
7	Cash & Investments	11,104,680.03
8	Taxes Receivable	873,004.23
9	Receivables - Utilities, GST, Other	841,793.27
10	Inventory	48,394.57
11	Engineering Structures - Assets	79,099,942.36
12	Accum. Amort. Engineering Structures	-45,193,230.61
13	Buildings - Assets	28,111,760.59
14	Accum. Amort. Buildings	-7,106,841.87
15	Machinery & Equipment - Assets	13,201,429.85
16	Accum. Amort. Machinery & Equipment	-4,313,181.34
17	Land - Assets	1,389,708.70
18	Land Improvements - Assets	2,863,166.30
19	Accum. Amort. Land Improvements	-1,233,401.58
20	Vehicles - Assets	4,155,697.46
21	Accum. Amort. Vehicles	-1,751,534.77
22	<b>TOTAL ASSETS</b>	<b>82,091,387.19</b>
23		
24	<b>LIABILITIES &amp; EQUITY</b>	
25	Employer Liabilities - Payroll	-192,401.79
26	Deposits & Trusts	-75,934.34
27	Operating Reserves	-921,574.69
28	Deferred Revenues & Liabilities	-252,314.79
29	Asset Retirement Obligations	-631,893.56
30	Capital Reserves	-7,808,730.27
31	Payables & Holdbacks	-589,589.50
32	Pool - Long Term Loan Payable	-3,885,211.82
33	Equity in Fixed Assets	-64,706,409.71
34	Accumulated Surplus	-305,563.66
35	<b>TOTAL LIABILITIES</b>	<b>-79,369,624.13</b>
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	A	B	C	D	E
1	TOWN OF BARRHEAD				
2	Capital Financial Statement by DEPARTMENT				
3	For the Nine Months Ending September 30, 2024				
4		Sep	2024		
5		2024	Budget	Variance	Variance %
6	<b>CAPITAL REVENUES</b>				
7	5-1201 Administration		-130,000	-130,000.00	0.00%
8	5-2301 Fire		-5,950	-5,950.00	0.00%
9	5-2303 ERC	-5,000.00	-11,900	-6,900.00	42.02%
10	5-3101 Common Services		-133,356	-133,356.00	0.00%
11	5-3201 Roads	-841,327.00	-1,413,551	-572,224.00	59.52%
12	5-3701 Storm Sewer		-471,552	-471,552.00	0.00%
13	5-4101 Water	-601,979.00	-1,022,265	-420,286.00	58.89%
14	5-4201 Sewer	-495,225.00	-1,168,940	-673,715.00	42.37%
15	5-4301 Trade Waste		-53,733	-53,733.00	0.00%
16	5-4302 Landfill	-36,900.00	-75,526	-38,626.00	48.86%
17	5-4303 Recycle		-20,110	-20,110.00	0.00%
18	5-4304 New Landfill		-5,050	-5,050.00	0.00%
19	5-6201 Communications		-82,415	-82,415.00	0.00%
20	5-7202 Arena	-150,000.00	-223,932	-73,932.00	66.98%
21	5-7203 Pool	-5,000.00	-122,069	-117,069.00	4.10%
22	5-7204 Parks		-66,300	-66,300.00	0.00%
23	5-7205 Sportsground	-3,950.00	-64,487	-60,537.00	6.13%
24	5-7207 Bowling Alley		-120,780	-120,780.00	0.00%
25	5-7209 Curling Rink		-50,000	-50,000.00	0.00%
26	5-7210 Walking Trail		-115,000	-115,000.00	0.00%
27	5-7401 Tourism		-155,000	-155,000.00	0.00%
28	5-9701 Contingency		-409,365	-409,365.00	0.00%
29	5-9702 Offsite	-3,272.75	-10,000	-6,727.25	32.73%
30	<b>TOTAL CAPITAL REVENUES</b>	<b>-2,142,653.75</b>	<b>-5,931,281</b>	<b>-3,788,627.25</b>	<b>36.12%</b>
31					
32					
33	<b>CAPITAL EXPENDITURES</b>				
34	6-1201 Administration	13,497.36	130,000	116,502.64	10.38%
35	6-2301 Fire		5,950	5,950.00	0.00%
36	6-2303 ERC		11,900	11,900.00	0.00%
37	6-3101 Common Services	61,566.75	133,356	71,789.25	46.17%
38	6-3201 Roads	829,068.95	1,413,551	584,482.05	58.65%
39	6-3701 Storm Sewer	264,665.00	471,552	206,887.00	56.13%
40	6-4101 Water	199,339.78	1,022,265	822,925.22	19.50%
41	6-4201 Sewer	259,205.92	1,168,940	909,734.08	22.17%
42	6-4301 Trade Waste		53,733	53,733.00	0.00%
43	6-4302 Landfill	25,468.22	75,526	50,057.78	33.72%
44	6-4303 Recycle		20,110	20,110.00	0.00%
45	6-4304 New Landfill		5,050	5,050.00	0.00%
46	6-6201 Communications		82,415	82,415.00	0.00%
47	6-7202 Arena	152,931.76	223,932	71,000.24	68.29%
48	6-7203 Pool	71,989.80	122,069	50,079.20	58.97%
49	6-7204 Parks	59,604.90	66,300	6,695.10	89.90%
50	6-7205 Sportsground	36,205.00	64,487	28,282.00	56.14%
51	6-7207 Bowling Alley	139,800.00	120,780	-19,020.00	115.75%
52	6-7209 Curling Rink	20,168.32	50,000	29,831.68	40.34%
53	6-7210 Walking Trail	840.00	115,000	114,160.00	0.73%
54	6-7401 Tourism		155,000	155,000.00	0.00%
55	6-9701 Contingency		409,365	409,365.00	0.00%
56	6-9702 Offsite		10,000	10,000.00	0.00%
57	<b>TOTAL CAPITAL EXPENDITURES</b>	<b>2,134,351.76</b>	<b>5,931,281</b>	<b>3,796,929.24</b>	<b>35.98%</b>

	A	B	C	D	E
1		TOWN OF BARRHEAD			
2		Capital Financial Statement by <b>CATEGORY</b>			
3		For the Nine Months Ending September 30, 2024			
4		Sep	2024		
5		2024	Budget	Variance	Variance %
6	<b>CAPITAL REVENUES</b>				
7	Return on Investment/Rev. from Own Source	-13,950.00	-96,500	-82,550.00	14.46%
8	Sale of Fixed Assets	-36,900.00		36,900.00	0.00%
9	Federal Grants	-1,097,204.00	-1,098,531	-1,327.00	99.88%
10	Provincial Grants	-991,327.00	-1,975,000	-983,673.00	50.19%
11	County/Other Municipal Contributions		-43,450	-43,450.00	0.00%
12	From Capital Reserves		-1,230,530	-1,230,530.00	0.00%
13	From Operating Function		-1,099,540	-1,099,540.00	0.00%
14	From Other Capital Function		-377,730	-377,730.00	0.00%
15	Developers Levy Payments	-3,272.75	-10,000	-6,727.25	32.73%
16	<b>TOTAL CAPITAL REVENUE</b>	<b>-2,142,653.75</b>	<b>-5,931,281</b>	<b>-3,788,627.25</b>	<b>36.12%</b>
17					
18	<b>CAPITAL EXPENDITURES</b>				
19	Engineering Structures	1,573,389.09	3,453,531	1,880,141.91	45.56%
20	Building Additions	176,005.00	187,680	11,675.00	93.78%
21	Equipment Additions	267,904.98	340,300	72,395.02	78.73%
22	Land Improvement Additions	55,485.94	301,000	245,514.06	18.43%
23	Vehicle Additions	61,566.75	65,000	3,433.25	94.72%
24	To Other Capital Functions		377,730	377,730.00	0.00%
25	Add to Capital Reserves		1,206,040	1,206,040.00	0.00%
26	<b>TOTAL CAPITAL EXPENDITURES</b>	<b>2,134,351.76</b>	<b>5,931,281</b>	<b>3,796,929.24</b>	<b>35.98%</b>
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# REQUEST FOR DECISION

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**To:** Town Council

**From:** Collin Steffes, CAO

**cc:** File

**Date:** November 26, 2024

**Re:** Monthly Bank Statement – for month ending October 31, 2024

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**1.0 PURPOSE:**

To approve the Monthly Bank Statement for the month ending October 31, 2024.

**2.0 BACKGROUND AND DISCUSSION:**

None

**3.0 ALTERNATIVES:**

3.1 That Council approves the Monthly Bank Statement for the month ending October 31, 2024, as presented.

3.2 That Council tables the Monthly Bank Statement for the month ending October 31, 2024 and instructs Administration to provide further information at the next regular Council Meeting.

**4.0 FINANCIAL IMPLICATIONS:**

None

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

None

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

None

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Not Applicable

**8.0 ATTACHMENTS:**

8.1 Monthly Bank Statement for month ending October 31, 2024.

**9.0 RECOMMENDATION:**

That Council approves the Monthly Bank Statement for the month ending October 31, 2024, as presented.

(original signed by the CAO)

Collin Steffes  
CAO

**TOWN OF BARRHEAD  
MONTHLY BANK STATEMENT  
FOR MONTH ENDED OCTOBER 31, 2024**

<b>PER TOWN OF BARRHEAD:</b>	<b>SERVUS GENERAL ACCT</b>	<b>TERM DEPOSITS</b>
Net Balance - Previous Month	9,103,380.03	2,000,000.00
Receipts	1,180,733.18	
Interest	33,600.18	
Transfers from/to Term Deposits	0.00	
Cancelled Cheques		
<b>SUBTOTAL</b>	<b>10,317,713.39</b>	<b>2,000,000.00</b>
Disbursements	1,787,487.71	
Debentures/Interest	0.00	
School Requisition	364,088.08	
Transfers from/to General	0.00	
NSF/Returned Cheques or Transfers	0.00	
Postdated Cheques	0.00	
<b>NET BALANCE AT END OF MONTH</b>	<b>8,166,137.60</b>	<b>2,000,000.00</b>
*****		
<b>PER BANK:</b>		
Balance at end of month	8,112,708.89	2,000,000.00
Outstanding Deposits	168,322.98	
<b>SUBTOTAL</b>	<b>8,281,031.87</b>	<b>2,000,000.00</b>
Outstanding Cheques	114,894.27	
<b>NET BALANCE AT END OF MONTH</b>	<b>8,166,137.60</b>	<b>2,000,000.00</b>

**TERM DEPOSIT SUMMARY**  
**FOR MONTH ENDED OCTOBER 31, 2024**

<b><u>Financial Institution</u></b>		<b><u>Term Amount</u></b>	<b><u>Interest Rate</u></b>	<b><u>Term Started</u></b>	<b><u>Investment Details</u></b>
<b>Scotiabank</b>	\$	2,000,000.00	5.22	07-Jun-24	Maturity Date Dec. 9, 2024



# REQUEST FOR DECISION

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**To:** Town Council

**From:** Collin Steffes, CAO

**cc:** File

**Date:** November 26, 2024

**Re:** Barrhead Regional Fire Services and Emergency Response Centre 2025 Budgets

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## 1.0 **PURPOSE:**

For Council to approve the Barrhead Regional Fire Services and Emergency Response Centre Committee's 2025 Operating Budgets, 2026 to 2028 Operating Plans, 2025 Capital Budgets and 10 Year Capital Plan.

## 2.0 **BACKGROUND AND DISCUSSION:**

During the November 13, 2024, Barrhead Regional Fire Services Committee meeting, the Committee reviewed the 2025 Fire and ERC Operating Budgets, the 2026 to 2028 Fire and ERC Operating Plans, the 2025 Fire and ERC Capital Budgets and the Fire and ERC 10 Year Capital Plan.

The Committee passed the following motions:

*Moved by Cr. Assaf that the Barrhead Regional Fire Services proposed 2025 Regional Fire Operating Budget be accepted in the amount of \$976,290.00, and be recommended for approval to both the Town Council and County Council, as presented.*

*Carried Unanimously*

*Moved by Ivan Kusal that the Barrhead Regional Fire Services 2026-2028 Proposed Operating Plan be accepted in the amounts of:*

- 2026 - \$1,019,690.00
- 2027 - \$1,023,580.00
- 2028 - \$1,068,120.00

*and be recommended for approval to both the Town Council and County Council, as presented.*

*Carried Unanimously*

*Moved by Ross Pentney that the Barrhead Regional Fire Services Proposed 2025 Capital Budget be accepted in the amount of \$850,000.00 and be recommended for approval to both the Town Council and County Council, as presented.*

*Carried Unanimously*

*Moved by Cr. Schatz that the Proposed 2025 Emergency Response Centre Operating Budget be accepted in the amount of \$57,400.00 and be recommended for approval to both the Town Council and County Council, as presented.*

*Carried Unanimously*

*Moved by Cr. Assaf that the Proposed Emergency Response Centre 2026-2028 Operating Plan, be approved in the amounts of:*

- 2026 - \$59,440.00*
- 2027 - \$61,560.00*
- 2028 - \$63,740.00*

*and be recommended for approval to both the Town Council and County Council, as presented.*

*Carried Unanimously*

*Moved by Cr. Schatz that the Proposed 2025 Emergency Response Centre Capital Budget be accepted in the amount of \$11,900.00, and be recommended for approval to both the Town Council and County Council, as presented.*

*Carried Unanimously*

*Moved by Cr. Properzi that the Barrhead Regional Fire Services/Emergency Response Centre 10 Year Capital Plan be amended to move the Pierce Platform – Tower 6 to 2029 and increase the budget to \$1.5 million, and that the amended Plan be recommended for approval to both the Town Council and County Council, as amended.*

*Carried Unanimously*

### **3.0 ALTERNATIVES:**

- 3.1 Council approves the Barrhead Regional Fire Services and Emergency Response Centre Committee's 2025 Operating Budgets, 2026 to 2028 Operating Plans, 2025 Capital Budgets and 10 Year Capital Plan.

3.2 Council instructs the Barrhead Regional Fire Services Committee to provide further information on the proposed 2025 Operating Budgets, 2026 to 2028 Operating Plans, 2025 Capital Budgets and 10 Year Capital Plan and to bring back the information at a future Council Meeting.

**4.0 FINANCIAL IMPLICATIONS:**

The Committee's financial request will have a direct impact on the Town's overall 2025 operating budget. The Committee's overall financial request will have an impact of: \$312,170.00 to the Town's 2025 Operating Budget for Fire Services (a decrease of \$18,340.00 or 5.9% from the previous year), \$28,700.00 for Emergency Response Centre (an increase of \$620.00 or 2.2% from the previous year), \$425,000.00 to the 2025 Fire Capital Budget and \$3,450.00 to the 2025 ERC Capital Budget.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

The noted operational budgets are limited to the regional Fire Department and Emergency Response services.

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not applicable.

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

To ensure the Barrhead Regional Fire Services and Emergency Response Centre have sufficient operational and capital budgets to meet their obligations for the 2025 fiscal year.

**8.0 ATTACHMENTS:**

1. The Barrhead Regional Fire Services 2025 Operating Budget
2. The Barrhead Regional Fire Services 2026 – 2028 Fire Operating Plan
3. The Barrhead Regional Fire Services 2025 Fire Capital Budget
4. The Barrhead Regional Fire Services Emergency Response Centre 2025 Operating Budget
5. The Barrhead Regional Fire Services Emergency Response Centre 2026 – 2028 ERC Operating Plan
6. The Barrhead Regional Fire Services Emergency Response Centre 2025 ERC Capital Budget
7. The Barrhead Regional Fire Services and the Barrhead Regional Fire Services Emergency Response Centre 10 Year Capital Plan

## 9.0 **RECOMMENDATIONS:**

- a) That Council approves the Barrhead Regional Fire Services proposed 2025 Operating Budget in the amount of \$976,290.00, with a financial contribution of \$312,170.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Regional Fire Services Committee.
- b) That Council approves the Barrhead Regional Fire Services proposed 2026-2028 Financial Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.
- c) That Council approves the Barrhead Regional Fire Services proposed 2025 Capital Budget in the amount of \$850,000.00, with a financial contribution of \$425,000.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Regional Fire Services Committee.
- d) That Council approves the Barrhead Regional Fire Services Emergency Response Center Operating Budget in the amount of \$ 57,400.00 with a financial contribution of \$28,700.00 from both the Town of Barrhead and County of Barrhead, as presented and recommended by the Barrhead Regional Fire Services Committee.
- e) That Council approves the Barrhead Regional Fire Services' Emergency Response Center proposed 2026-2028 Financial Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.
- f) That Council approves the Barrhead Regional Fire Services' Emergency Response Centre proposed 2025 Capital Budget in the amount of \$11,900.00 with \$3,450.00 contribution from both the Town of Barrhead and County of Barrhead as presented and recommended by the Barrhead Regional Fire Services Committee.
- g) That Council approves the Barrhead Regional Fire Services and the Barrhead Regional Fire Services Emergency Response Centre 10 Year Capital Plan, as presented and recommended by the Barrhead Regional Fire Services Committee.

(Original signed by the CAO)  
Collin Steffes  
CAO

	C	D	E	F	G	H	I
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>						
2	<b>2025 OPERATING BUDGET</b>						
3	Approved by Committee: November 13, 2024						
4		2024 Budget	2024 YTD TO OCT 11/24	2024 PROJECTED	2025 Budget	Budget Diff 2024/2025	2025 Comments
5	<b><u>FIRE REVENUES</u></b>						
6	1-141000 - Sale of Goods & Services	150	-	150.00	150	-	Normal 150
7	1-141013 - Mutual Aid Fees	2,500	2,500.00	2,500.00	2,750	250	Birch Cove - 2,750 (2021 to 2024 - 2,500, was 2,000 prior to that)
8	1-141014 - Fire Fighting Fees - Other	1,500	124,097.21	125,000.00	1,500	-	Other Fire Fighting, Mutual Aid, In 2024 BFS assisted High Level and Jasper with wildfires
9	1-141018 - Rescue Services	50,000	33,367.50	50,000.00	50,000	-	MVA/Rescues
10	1-159000 - Revenues From Own Source	-	12,591.00	13,000.00	11,000	11,000	Includes MFR funding approx \$10,500
11	1-159001 - Reimbursements	1,000	1,403.30	1,410.00	1,000	-	WCB Rebate, Grizzly Trail Reimbs, etc.
12	1-185000 - County - Fire Fighting Fees	170,000	60,046.90	125,000.00	170,000	-	Fire Fighting responses/costs billed to municipality
13	1-185002 - Operational Contribution - County	330,510	247,882.50	338,911.00	312,170	(18,340)	
14	1-185003 - Town - Fire Fighting Fees	25,000	12,590.98	25,000.00	25,000	-	Fire Fighting responses/costs billed to municipality
15	1-185004 - Town - Dispatch	10,190	5,058.27	10,080.00	10,300	110	Town portion of dispatch
16	1-185005 - Operational Contribution - Town	330,510	247,882.50	338,911.00	312,170	(18,340)	50% remaining deficit - Operational Costs
17	1-185006 - County - Ambulance Assists	25,000	23,900.00	30,000.00	25,000	-	
18	1-185007 - Town - Ambulance Assists	24,000	28,100.00	35,000.00	28,000	4,000	
19	1-185008 - County - Guardian/Dispatch	27,610	19,699.51	25,700.00	27,250	(360)	County portion guardian fees, mileage, dispatch, hired equip.
20		997,970	819,119.67	1,120,662.00	976,290	(21,680)	
21							
22		2024 Budget	2024 YTD TO OCT 11/24	2024 PROJECTED	2025 Budget	Budget Diff 2024/2025	2025 Comments
23	<b><u>FIRE EXPENSES</u></b>						
24	2-211000 - Salaries	316,200	256,747.93	310,000.00	313,050	(3,150)	Includes 1.75% COLA, Merit
25	2-213001 - AUMA Fire Fighter Insurance Benefits	1,550	1,480.00	1,480.00	1,500	(50)	
26	2-213100 - Local Authorities Pension P	30,990	23,618.88	29,250.00	30,070	(920)	
27	2-213200 - Canada Pension Plan	17,000	16,515.43	23,000.00	15,000	(2,000)	
28	2-213300 - Employment Insurance	8,500	7,227.67	8,700.00	8,300	(200)	
29	2-213500 - AUMA Benefits	23,000	15,551.33	19,400.00	23,510	510	
30	2-213600 - Workers Compensation	7,500	10,552.17	14,100.00	8,500	1,000	Higher salaries for past 2 years due to provincial fires, has an effect on WCB
31	2-214800 - Training & Development	35,000	6,632.71	10,000.00	35,000	-	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level).

	C	D	E	F	G	H	I
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>						
2	<b>2025 OPERATING BUDGET</b>						
3	Approved by Committee: November 13, 2024						
4		<b>2024 Budget</b>	<b>2024 YTD TO OCT 11/24</b>	<b>2024 PROJECTED</b>	<b>2025 Budget</b>	<b>Budget Diff 2024/2025</b>	<b>2025 Comments</b>
32	2-215900 - Firefighters Salaries	209,740	202,126.01	270,000.00	210,250	510	Fire Fighter Fees and minimum hours - 181,150 (Fire Fighter Fee Pay Schedule increased 1.75%), Practice and Meetings, Standby Summer, Year Round Standby Additional Weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$200 = 9,600
33	2-215902 - Guardians	7,000	5,195.40	7,000.00	7,000	-	
34	2-221100 - Travel & Subsistence	25,000	21,644.91	25,000.00	8,000	(17,000)	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000
35	2-221110 - Mileage/Internet (Guardians) - County	6,500	7,753.09	8,500.00	6,500	-	
36	2-221400 - Memberships	1,360	710.00	710.00	1,200	(160)	AB Fire Chiefs Membership (2) - 400, Canadian Association of Fire Chiefs (1) - 300, Misc - 500
37	2-221500 - Freight	500	59.04	150.00	250	(250)	
38	2-221600 - Postage	360	353.68	400.00	400	40	
39	2-221700 - Telephone, Internet, Cable	9,000	5,400.29	7,700.00	8,000	(1,000)	Phones, fax, Internet, cells
40	2-222000 - Advertising/Subscriptions	500	352.30	750.00	750	250	
41	2-223200 - Legal/Prof. Fees	4,000	-	500.00	4,000	-	
42	2-223600 - Town Dispatch Contract	10,190	5,058.27	10,080.00	10,300	110	4,557 @ 2.26/capita in 2025
43	2-223601 - County Dispatch Contract	14,110	6,751.02	13,200.00	13,750	(360)	6,082 @ 2.26/capita in 2025
44	2-224001 - IT Maintenance, Materials	21,440	13,874.15	21,000.00	20,860	(580)	Workstation Hardware Replacements/Upgrades - 5,600, Internet Upgrade - 480, Backup Upgrades - 1,880, Fire Pro - 3,200, Responding App 1,200, Hardware Maint/Support, Software, Licensing, Antivirus - 8,500
45	2-225300 - Equipment Maintenance	3,500	2,146.04	3,000.00	3,500	-	
46	2-225304 - 2015 Hazmat Trailer	100	-	-	100	-	Normal - 100
47	2-225501 - 1950 Mercury Fire Truck	100	-	-	100	-	Normal - 100
48	2-225505 - 2014 Kenworth Water Tender	2,000	9,483.22	9,800.00	2,000	-	Normal - 2,000 (2024 included removal of DEF system)
49	2-225506 - 2007 Pierce Platform Tower 6	11,900	21,093.77	27,500.00	11,900	-	Normal - 5,400, Pump Test - 1,500, Aerial Testing - 5,000 (2024 included repairs to steering)
50	2-225507 - 2020 Rapid Attack Truck (RAT)	1,000	2,912.96	3,500.00	1,000	-	Normal - 1,000 (2024 included repairs to DEF system)

	C	D	E	F	G	H	I
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>						
2	<b>2025 OPERATING BUDGET</b>						
3	Approved by Committee: November 13, 2024						
4		<b>2024 Budget</b>	<b>2024 YTD TO OCT 11/24</b>	<b>2024 PROJECTED</b>	<b>2025 Budget</b>	<b>Budget Diff 2024/2025</b>	<b>2025 Comments</b>
51	2-225508 - 2011 Freightliner Fire Truck	4,000	429.96	2,000.00	4,000	-	Normal - 4,000
52	2-225509 - 2012 Polaris 6 X 6, Trailer	2,500	-	1,500.00	2,500	-	Normal - 2,500
53	2-225511 - 2019 Dodge	3,000	2,686.15	3,000.00	3,000	-	Normal - 3,000
54	2-225512 - 2024 Chevrolet Silverado 1 Ton	3,000	810.00	1,600.00	3,000	-	Normal - 3,000
55	2-225533 - 2006 Freightliner M2Truck	2,500	3,200.97	3,500.00	1,500	(1,000)	County to decide what is happening with this truck
56	2-225533 - 2025 Rosenbauer	-	-	-	2,000	2,000	New Truck
57	2-225534 - 2008 Freightliner Tanker	2,500	8,865.49	9,500.00	2,500	-	Normal - 2,500 (2024 included tires and nozzle repairs)
58	2-225537 - 2021 Fort Garry Fire Engine	4,000	3,019.65	3,500.00	4,000	-	Normal - 2,500, Pump Testing - 1,500
59	2-225900 - Contracted Services	15,000	-	15,000.00	15,000	-	
60	2-226301 - Hired Equipment	500	39.03	500.00	500	-	
61	2-226302 - Hired Equipment - County	500	306.57	500.00	500	-	
62	2-226303 - Equipment Lease - SCBA	26,130	26,132.52	26,135.00	26,130	-	SCBA Lease Actual Cost (Lease to 2030)
63	2-227102 - Radio License	1,500	1,515.94	1,520.00	1,520	20	
64	2-227400 - Insurance	34,500	28,933.55	30,500.00	32,350	(2,150)	
65	2-251000 - Materials & Supplies	7,000	5,139.84	7,000.00	7,000	-	
66	2-251004 - Communication Repair & Maintenance	8,000	5,642.13	8,000.00	8,000	-	Normal Repairs - 3,000, Replacements - 5,000
67	2-251005 - Air Cylinders/SCBA Packs	9,000	9,789.00	11,000.00	10,000	1,000	Normal - 2,500 for Compressor Service & Bi-Annual air monitoring, misc, mask replacements - 6,000, mask bags - 1,500
68	2-251006 - Equip. Replace - Hoses, Nozzles, Foam	12,000	5,358.62	7,500.00	12,000	-	Foam & Extinguisher Recharge - 6,000, Nozzles & Hoses - 6,000 and foam store build-up
69	2-251007 - Equip. Replace - Turn Out Gear, Etc.	36,000	28,013.76	36,000.00	36,000	-	Turnout gear (pants, boots, helmets, gloves, etc.) - 5,800 per set/per person
70	2-251008 - Fire Preven Material & Supplies	3,000	468.59	3,000.00	3,000	-	Normal - 3,000
71	2-251009 - Public Safety Materials & Suppl.	700	92.58	500.00	1,000	300	Normal - 1,000
72	2-251010 - Firefighter Appreciation	2,500	561.03	2,500.00	2,500	-	
73	2-251011 - Bulk Water For Trucks	4,100	1,507.80	3,000.00	3,500	(600)	Bulk water for Trucks
74	2-251012 - Rescue Materials & Supplies	7,500	2,164.99	7,500.00	7,500	-	
75	2-251013 - Uniforms	10,500	1,451.89	5,300.00	10,500	-	
76	2-251200 - Personal Protection/Health & Wellness	1,000	305.00	1,000.00	1,000	-	Health & Wellness - 750, Other - 250
77	2-251500 - Gasoline/Diesel/Oil/Grease	29,000	19,306.03	29,000.00	31,000	2,000	
78	2-275000 - Contribution to County	-	-	37,944.00	-	-	

	C	D	E	F	G	H	I
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>						
2	<b>2025 OPERATING BUDGET</b>						
3	Approved by Committee: November 13, 2024						
4		<b>2024 Budget</b>	<b>2024 YTD TO OCT 11/24</b>	<b>2024 PROJECTED</b>	<b>2025 Budget</b>	<b>Budget Diff 2024/2025</b>	<b>2025 Comments</b>
79	2-276200 - Contribution to Capital	-	-	37,943.00	-	-	2024 Truck Billable Costs - \$68,875 (Semo Lake), \$7,012.50 (Jasper)
80		997,970	798,981.36	1,120,662.00	976,290	(21,680)	
81							
82							
83	<b><u>Summary of 2025 Budget Changes over 2024 Budget</u></b>						
84							
85		Salaries, Benefits, Firefighter Fees, Conference, Travel				(21,300)	No IFDIC Conference in 2025
86		Phones, Dispatch, Freight, Advertising				(1,370)	Decrease in Phone, IT
87		Rescue Supp, Insurance, Materials & Supplies, Gasoline, Equipment & Vehicle Maintenance				990	Increased Maintenance
88						<b>(21,680)</b>	<b>Overall Budget - Lower</b>



	A	B	C	D	E	F	G
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>						
2	<b>2026 to 2028 OPERATING PLAN</b>						
3	Approved by Committee: November 13, 2024						
4		<b>2026 PLAN</b>	<b>2026 COMMENTS</b>	<b>2027 PLAN</b>	<b>2027 COMMENTS</b>	<b>2028 PLAN</b>	<b>2028 COMMENTS</b>
5	<b>OPERATING REVENUES</b>						
6	Revenue from Sale of Air, Misc.	(150)	Normal 150	(150)	Normal 150	(150)	Normal 150
7	Mutual Aid	(2,750)	Birch Cove 2,750 as of 2025, (2,500 from 2021 to 2024, 2,000 from 2018 to 2020, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)	(2,750)	Birch Cove 2,750 as of 2025, (2,500 from 2021 to 2024, 2,000 from 2018 to 2020, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)	(2,750)	Birch Cove 2,750 as of 2025, (2,500 from 2021 to 2024, 2,000 from 2018 to 2020, 1,500 from 2013 to 2017, 1,000 from 2007 to 2012, prior 500)
8	Fire Fighting/Rescue Services - Other	(1,500)	Other Fire Fighting, Mutual Aid	(1,500)	Other Fire Fighting, Mutual Aid	(1,500)	Other Fire Fighting, Mutual Aid
9	Rescue Services - Prov.	(50,000)	MVA/Rescues	(50,000)	MVA/Rescues	(50,000)	MVA/Rescues
10	Revenues from Own Source	(11,000)	Includes MFR funding approx \$10,500	(11,000)	Includes MFR funding approx \$10,500	(11,000)	Includes MFR funding approx \$10,500
11	Reimbursements (WCB)	(1,000)	WCB Rebate	(1,000)	WCB Rebate	(1,000)	WCB Rebate
12	Fire Fighting Fees - County	(170,000)	Fire Fighting/Reponses - costs billed to municipality	(170,000)	Fire Fighting/Reponses - costs billed to municipality	(170,000)	Fire Fighting/Reponses - costs billed to municipality
13	Operational Contrib. - County	(333,660)	50% remaining deficit - operational costs	(335,340)	50% remaining deficit - operational costs	(357,340)	50% remaining deficit - operational costs
14	Fire Fighting Fees - Town	(25,000)	Fire Fighting/Reponses - costs billed to municipality	(25,000)	Fire Fighting/Reponses - costs billed to municipality	(25,000)	Fire Fighting/Reponses - costs billed to municipality
15	Dispatch - Town	(10,480)	Town portion of dispatch	(10,710)	Town portion of dispatch	(10,940)	Town portion of dispatch
16	Operational Contrib. - Town	(333,660)	50% remaining deficit - operational costs	(335,340)	50% remaining deficit - operational costs	(357,340)	50% remaining deficit - operational costs
17	Ambulance Assists - County	(25,000)		(25,000)		(25,000)	
18	Ambulance Assists - Town	(28,000)		(28,000)		(28,000)	
19	Guardian/Dispatch - County	(27,490)	County portion guardian fees, mileage, dispatch	(27,790)	County portion guardian fees, mileage, dispatch	(28,100)	County portion guardian fees, mileage, dispatch
20	<b>GRAND TOTAL FIRE REVENUES</b>	<b>(1,019,690)</b>		<b>(1,023,580)</b>		<b>(1,068,120)</b>	
21							
22							
23	<b>OPERATING EXPENSES</b>						
24	Salaries	319,320	Inc. 2% COLA	325,700	Inc. 2% COLA	332,210	Inc. 2% COLA
25	Fire Fighter Insurance Benefits	1,500		1,500		1,500	
26	Local Authorities Pension Plan	31,570		33,150		34,800	
27	Canada Pension Plan	15,750		16,540		17,400	
28	Employment Insurance	8,700		9,100		9,560	
29	AUMA Benefits	24,700		25,940		27,250	
30	Workers Compensation	8,800		9,000		9,200	
31	Training & Development	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)	35,000	Training 1001, 1002, 1041, 1021, 1031, 1035, 1051, IAPD, ICS, First Aid, BABEM (majority of members trained to certain level)
32	Fire Fighters Salaries	213,880	Fire Fighter Fees, and minimum hours - 184,780, (Fire Fighter Fee Pay Schedule increased 2%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$200 = 9,600	217,580	Fire Fighter Fees, and minimum hours - 188,480, (Fire Fighter Fee Pay Schedule increased 2%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$200 = 9,600	221,350	Fire Fighter Fees, and minimum hours - 192,250, (Fire Fighter Fee Pay Schedule increased 2%), Practice & Meetings, Standby Summer, Year Round Standby Additional weekends - 19,500, Honorariums Captains - 4 X 12 mths X \$200 = 9,600
33	Guardian Fees - County	7,000		7,000		7,000	
34	Travel & Subsistance, Mileage	27,000	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000, IFIDIC Travel Chief and 2 firefighters 19,000 (last IFIDIC in 2024)	8,000	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000	29,000	Normal 3,000, AB Fire Chiefs Conv (2) - 5,000, IFIDIC Travel Chief and 2 firefighters 21,000 (last IFIDIC in 2026)
35	Guardian Mileage/Internet - County	6,500		6,500		6,500	
36	Memberships	1,200	AB Fire Chiefs Membership (2) - 400, Canadian Association of Fire Chiefs (1) - 300, Misc - 500	1,200	AB Fire Chiefs Membership (2) - 400, Canadian Association of Fire Chiefs (1) - 300, Misc - 500	1,200	AB Fire Chiefs Membership (2) - 400, Canadian Association of Fire Chiefs (1) - 300, Misc - 500

	A	B	C	D	E	F	G
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>						
2	<b>2026 to 2028 OPERATING PLAN</b>						
3	Approved by Committee: November 13, 2024						
4		<b>2026 PLAN</b>	<b>2026 COMMENTS</b>	<b>2027 PLAN</b>	<b>2027 COMMENTS</b>	<b>2028 PLAN</b>	<b>2028 COMMENTS</b>
37	Freight	300		350		400	
38	Postage	420		440		460	
39	Telephone	8,240	Phones, fax, Internet, cells	8,490	Phones, fax, Internet, cells	8,740	Phones, fax, Internet, cells
40	Advertising/Subscriptions	750		750		750	
41	Legal	4,000		4,000		4,000	
42	Dispatch Contract - Town	10,480	4,557 @ est 2.30/capita in 2026	10,710	4,557 @ est 2.35/capita in 2027	10,940	4,557 @ est 2.40/capita in 2028
43	Dispatch Contract - County	13,990	6,082 @ est 2.30/capita in 2026	14,290	6,082 @ est 2.35/capita in 2027	14,600	6,082 @ est 2.40/capita in 2028
44	IT Equipment Maint. - Hardware, Software	20,400	Computer/IT - 7,000, Fire Pro - 3,200, Responding App 1,200, Hardware Maint/Support, Software, Licensing, Antivirus 9,000	20,900	Computer/IT - 7,000, Fire Pro - 3,200, Responding App 1,200, Hardware Maint/Support, Software, Licensing, Antivirus 9,500	21,400	Computer/IT - 7,000, Fire Pro - 3,200, Responding App 1,200, Hardware Maint/Support, Software, Licensing, Antivirus 10,000
45	Equipment Maintenance General	3,700		3,900		4,100	
46	2015 Hazmat Trailer	100	Normal 100	100	Normal 100	100	Normal 100
47	1950 Mercury Fire Truck (Unit 01)	100	Normal 100	100	Normal 100	100	Normal 100
48	2014 Kenworth Water Tender (Unit 05)	2,200	Normal 2,200	2,400	Normal 2,400	2,600	Normal 2,600
49	2007 Pierce Platform Tower #6	12,100	Normal - 5,600, Pump Test - 1,500, Aerial Testing - 5,000	12,300	Normal 5,800, Pump Test - 1,500, Aerial Testing - 5,000	12,500	Normal 6,000, Pump Test - 1,500, Aerial Testing - 5,000
50	2020 Rapid Attack Truck - R.A.T. (Unit 07)	1,100	Normal 1,100	1,200	Normal 1,200	1,300	Normal 1,300
51	2011 Freightliner Fire Truck (Unit 08)	4,100	Normal 4,100	4,200	Normal 4,200	4,300	Normal 4,300
52	2012 Polaris Ranger 6 x 6, trailer (Unit 09)	2,600	Normal 2,600	2,700	Normal 2,700	2,800	Normal 2,800
53	2019 Dodge	3,100	Normal 3,100	3,200	Normal 3,200	3,300	Normal 3,300
54	2024 Chevrolet Silverado 1 Ton	3,100	Normal 3,100	3,200	Normal 3,200	3,300	Normal 3,300
55	2006 Freightliner M2 Truck (Unit 33)	1,500	County to decide what is happening with this truck	1,500	County to decide what is happening with this truck	1,500	County to decide what is happening with this truck
56	2025 Rosenbauer	5,000	Normal 5,000	5,000	Normal 5,000	5,000	Normal 5,000
57	2008 Freightliner Tanker (Unit 34)	2,700	Normal 2,700	2,900	Normal 2,900	3,100	Normal 3,100
58	2021 Fort Garry Fire Engine (Unit 37)	4,200	Normal 2,700, Pump testing 1,500	4,400	Normal 2,900, Pump testing 1,500	4,600	Normal 3,100, Pump testing 1,500
59	Contracted Service - Town Admin	15,000		15,000		15,000	
60	Hired Equipment - Town	500		500		500	
61	Hired Equipment - County	500		500		500	
62	Equipment Lease - SCBA	26,130	SCBA equipment lease	26,130	SCBA equipment lease	26,130	SCBA equipment lease
63	Radio License	1,540		1,560		1,580	
64	Insurance	33,970		35,670		37,450	
65	Materials & Supplies General	7,200		7,400		7,600	
66	Communication Repairs/Replacement	8,100	Normal Repairs - 3,100, Replacements - 5,000	8,200	Normal Repairs - 3,200, Replacements - 5,000	8,300	Normal Repairs - 3,300, Replacements - 5,000
67	Air Cylinders/SCBA Packs	10,100	Normal - 2,600 for Compressor Service & Bi-Annual air monitoring, misc, mask replacements - 6,000, mask bags - 1,500	10,200	Normal - 2,700 for Compressor service & bi-annual air monitoring, misc, Mask replacements 6,000, Mask bags 1,500	10,300	Normal - 2,800 for Compressor service & bi-annual air monitoring, misc, Mask replacements 6,000, Mask bags 1,500
68	Equip. Replacement - Hoses, nozzles, foam	12,100	Foam & extinguisher recharge - 6,050 Nozzles & Hoses - 6,050 and foam store build up	12,200	Foam & extinguisher recharge - 6,100 Nozzles & Hoses - 6,100 and foam store build up	12,300	Foam & extinguisher recharge - 6,150 Nozzles & Hoses - 6,150 and foam store build up
69	Equip. Replacement - Turn Out Gear, etc.	37,000	Turnout gear (pants, boots, helmets, gloves, etc) - 5,900 per set/per person	38,000	Turnout gear (pants, boots, helmets, gloves, etc) - 6,000 per set/per person	39,000	Turnout gear (pants, boots, helmets, gloves, etc) - 6,200 per set/per person
70	Fire Prevention Materials & Supplies	3,000	Normal 3,000	3,000	Normal 3,000	3,000	Normal 3,000
71	Public Safety Materials & Supplies	1,100	Normal 1,100	1,200	Normal 1,200	1,300	Normal 1,300
72	Firefighter Appreciation Events	2,500		2,500		2,500	
73	Water - Trucks	3,600	Bulk water for Trucks	3,700	Bulk water for Trucks	3,800	Bulk water for Trucks

	A	B	C	D	E	F	G
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>						
2	<b>2026 to 2028 OPERATING PLAN</b>						
3	Approved by Committee: November 13, 2024						
4		<b>2026 PLAN</b>	<b>2026 COMMENTS</b>	<b>2027 PLAN</b>	<b>2027 COMMENTS</b>	<b>2028 PLAN</b>	<b>2028 COMMENTS</b>
74	Rescue Materials & Supplies General	7,700	Normal 4,200, Bail out kits 3,500	7,900	Normal 4,400, Bail out kits 3,500	8,100	Normal 4,600, Bail out kits 3,500
75	Uniforms	11,000		11,500		12,000	
76	Personal Prot./Health & Wellness	1,000	Health & Wellness - 750, Other - 250	1,000	Health & Wellness - 750, Other - 250	1,000	Health & Wellness - 750, Other - 250
77	Gasoline/Diesel	<u>32,550</u>		<u>34,180</u>		<u>35,900</u>	
78	<b>GRAND TOTAL FIRE EXPENSES</b>	<b>1,019,690</b>		<b>1,023,580</b>		<b>1,068,120</b>	

	A	B	C	D	E	F
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>					
2	<b>2025 FIRE CAPITAL BUDGET</b>					
3						
4	Approved by Committee: November 13, 2024					
5			<b>2024</b>		<b>BUDGET DIFF</b>	
6		<u><b>2024 BUDGET</b></u>	<u><b>PROJECTED</b></u>	<u><b>2025</b></u>	<u><b>2024/2025</b></u>	<u><b>COMMENTS</b></u>
7	<b>FIRE CAPITAL REVENUES</b>					
8	Sale of Fixed Assets	-	-	-	-	
9	Town of Barrhead Contribution	-	-	(425,000)	(425,000)	
10	County of Barrhead Contribution	-	-	(425,000)	(425,000)	
11	<b>TOTAL CAPITAL REVENUES</b>	-	-	<b>(850,000)</b>	<b>(850,000)</b>	
12						
13						
14			<b>2024</b>		<b>BUDGET DIFF</b>	
15		<u><b>2024 BUDGET</b></u>	<u><b>PROJECTED</b></u>	<u><b>2025</b></u>	<u><b>2024/2025</b></u>	<u><b>COMMENTS</b></u>
16	<b>FIRE CAPITAL EXPENSES</b>					
17	2025 Rosenbauer Commercial Fire Engine	-	-	850,000	850,000	
18	<b>TOTAL CAPITAL EXPENSES</b>	-	-	<b>850,000</b>	<b>850,000</b>	
19						
20						
21						
22						
23						

	A	B	C	D	E	F	G
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>						
2	<b>2025 EMERGENCY RESPONSE CENTRE OPERATING BUDGET</b>						
3	Approved by Committee: November 13, 2024						
4						<b>BUDGET</b>	
5		<b>2024</b>	<b>2024 YTD</b>	<b>2024</b>	<b>2025</b>	<b>DIFF</b>	
6	<b>ERC OPERATING REVENUES:</b>	<b>BUDGET</b>	<b>TO OCT 11/24</b>	<b>PROJECTED</b>	<b>BUDGET</b>	<b>2024/2025</b>	<b>2025 COMMENTS</b>
7							
8	ERC - MUNICIPAL CONTRIBUTION (TOWN)	(28,080)	-	(26,249.00)	(28,700)	(620)	
9	ERC - MUNICIPAL CONTRIBUTION (COUNTY)	(28,080)	(21,060.00)	(26,249.00)	(28,700)	(620)	
10							
11	<b>TOTAL ERC OPERATING REVENUES</b>	(56,160)	(21,060.00)	(52,498.00)	(57,400)	(1,240)	
12							
13						<b>BUDGET</b>	
14		<b>2024</b>	<b>2024 YTD</b>	<b>2024</b>	<b>2025</b>	<b>DIFF</b>	
15	<b>ERC OPERATING EXPENDITURES:</b>	<b>BUDGET</b>	<b>TO OCT 11/24</b>	<b>PROJECTED</b>	<b>BUDGET</b>	<b>2024/2025</b>	<b>2025 COMMENTS</b>
16							
17	ERC - GROUNDS MAINTENANCE	3,000	2,745.00	3,000.00	3,000	-	
18	ERC - BUILDING MAINTENANCE GENERAL	10,000	6,298.77	7,500.00	10,000	-	2025 includes flush of in-floor heating system
19	ERC - CUSTODIAL CONTRACT	10,500	5,833.31	10,000.00	10,150	(350)	
20	ERC - ALARM LEASE	320	323.40	323.00	320	-	
21	ERC - BUILDING & LIABILITY INSURANCE	11,300	10,772.20	10,775.00	11,530	230	
22	ERC - MATERIALS & SUPPLIES GENERAL	1,500	622.73	1,500.00	1,500	-	
23	ERC - JANITOR/CLEANING SUPPLIES	1,000	174.87	500.00	1,000	-	
24	ERC - TOWN UTILITIES	1,300	1,433.70	1,700.00	1,800	500	
25	ERC - GAS UTILITIES	6,200	4,408.27	6,700.00	7,000	800	
26	ERC - POWER UTILITIES	11,040	7,712.58	10,500.00	11,100	60	
27							
28	<b>TOTAL ERC OPERATING EXPENDITURES</b>	56,160	40,324.83	52,498.00	57,400	1,240	
29							
30							
31							

	A	B	C	D	E	F	G
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>						
2	<b>2026 to 2028 EMERGENCY RESPONSE CENTRE OPERATING PLAN</b>						
3	Approved by Committee: November 13, 2024						
4							
5		<b>2026</b>		<b>2027</b>		<b>2028</b>	
6	<b><u>ERC OPERATING REVENUES:</u></b>	<b><u>PLAN</u></b>	<b><u>COMMENTS</u></b>	<b><u>PLAN</u></b>	<b><u>COMMENTS</u></b>	<b><u>PLAN</u></b>	<b><u>COMMENTS</u></b>
7							
8	ERC - MUNICIPAL CONTRIBUTION (TOWN)	(29,720)		(30,780)		(31,870)	
9	ERC - MUNICIPAL CONTRIBUTION (COUNTY)	(29,720)		(30,780)		(31,870)	
10							
11	<b>TOTAL ERC OPERATING REVENUES</b>	(59,440)		(61,560)		(63,740)	
12							
13							
14		<b>2026</b>		<b>2027</b>		<b>2028</b>	
15	<b><u>ERC OPERATING EXPENDITURES:</u></b>	<b><u>PLAN</u></b>	<b><u>COMMENTS</u></b>	<b><u>PLAN</u></b>	<b><u>COMMENTS</u></b>	<b><u>PLAN</u></b>	<b><u>COMMENTS</u></b>
16							
17	ERC - BUILDING MAINTENANCE GENERAL	10,000		10,000		10,000	
18	ERC - GROUNDS MAINTENANCE	3,100		3,200		3,300	
19	ERC - CUSTODIAL CONTRACT	10,300		10,450		10,600	
20	ERC - ALARM LEASE	320		320		320	
21	ERC - BUILDING & LIABILITY INSURANCE	12,110		12,720		13,360	
22	ERC - MATERIALS & SUPPLIES GENERAL	1,600		1,700		1,800	
23	ERC - JANITOR/CLEANING SUPPLIES	1,100		1,200		1,300	
24	ERC - TOWN UTILITIES	1,900		2,000		2,100	
25	ERC - GAS UTILITIES	7,350		7,720		8,110	
26	ERC - POWER UTILITIES	11,660		12,250		12,850	
27							
28	<b>TOTAL ERC OPERATING EXPENDITURES</b>	59,440		61,560		63,740	
29							
30							
31							

	A	B	C	D	E	F
1	<b>BARRHEAD REGIONAL FIRE SERVICES</b>					
2	<b>2025 ERC CAPITAL BUDGET</b>					
3	Approved by Committee: November 13, 2024					
4						
5					<b>BUDGET</b>	
6		<b>2024</b>	<b>2024</b>	<b>2025</b>	<b>DIFF</b>	
7	<b><u>ERC CAPITAL REVENUES:</u></b>	<b><u>BUDGET</u></b>	<b><u>PROJECTED</u></b>	<b><u>BUDGET</u></b>	<b><u>2024/2025</u></b>	<b><u>COMMENTS</u></b>
8						
9	ERC - Revenue from Own Source	-	-	(5,000)	(5,000)	Training Grounds Grant
10	ERC - Municipal Contribution (County)	(5,950)	-	(3,450)	2,500	
11	ERC - Municipal Contribution (Town)	(5,950)	-	(3,450)	2,500	
12	<b>TOTAL ERC CAPITAL REVENUES</b>	(11,900)	-	(11,900)	-	
13						
14						
15					<b>BUDGET</b>	
16		<b>2024</b>	<b>2024</b>	<b>2025</b>	<b>DIFF</b>	
17	<b><u>ERC CAPITAL EXPENDITURES:</u></b>	<b><u>BUDGET</u></b>	<b><u>PROJECTED</u></b>	<b><u>BUDGET</u></b>	<b><u>2024/2025</u></b>	<b><u>COMMENTS</u></b>
18						
19	On-Site Training Facility	11,900	-	11,900	-	
20	<b>TOTAL ERC CAPITAL EXPENDITURES</b>	11,900	-	11,900	-	
21						
22						
23						
24						
25						

	A	B	G	H	I	J	K	L	M	N	O	P
1	<b>Fire &amp; ERC 10 Year Capital Plan</b>											
3			<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>2031</b>	<b>2032</b>	<b>2033</b>	<b>2034 &amp; Future</b>
4												
5	<b>23 Fire &amp; ERC</b>											
6	2301 Fire											
7	2301-Fire - 0001 - 2019 Dodge - Command 1 Truck (2028)											
8	2301-Fire - 0002 - 2024 Dodge - Command 2 Truck (2034)											
9	2301-Fire - 0003 - 2006 Freightliner - Engine 33 (2025)											
10	2301-Fire - 0004 - 2021 Fort Garry Fire Engine - Eng. 37 (2040)											
11	2301-Fire - 0006 - 2008 Freightliner Fire Truck - Tender 34 (2032)											
12	2301-Fire - 0008 - 2020 RAT 1 (2030)											
13	2301-Fire - 0009 - 2012 Polaris Side By Side - Wildland 1 (2026)											
14	2301-Fire - 0010 - 2007 Pierce Platform - Tower 6 (2027)											
15	2303-ERC - 0002 - ERC - Training Facility											
16	2303-ERC - 0005 - ERC Roofing											
17	<b>Total</b>											
			<b>861,900</b>	<b>40,000</b>		<b>150,000</b>	<b>1,500,000</b>	<b>330,000</b>		<b>350,000</b>		<b>930,000</b>



# REQUEST FOR DECISION

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**To:** Town Council

**From:** Collin Steffes, CAO

**cc:** File

**Date:** November 26, 2024

**Re:** Barrhead & District Twinning Committee – 2025 Operating Budget and 2026 to 2028 Operating Plan

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## 1.0 **PURPOSE:**

For Council to approve the Barrhead & District Twinning Committee's 2025 Operating Budgets and 2026 to 2028 Operating Plan.

## 2.0 **BACKGROUND AND DISCUSSION:**

During the November 13, 2024, Barrhead and District Twinning Committee meeting, the Committee reviewed the proposed 2025 Operating Budget and the 2026 to 2028 Operating Plan.

The Committee passed the following motions:

*Moved by Dennis Wilkins that the Committee recommend approval of the proposed 2025 Twinning Committee Operating Budget and forward it to the Town of Barrhead and County of Barrhead Councils for approval.  
Carried Unanimously*

*Moved by Steven Bablitz that the Committee accept as information the 2026 to 2028 Twinning Committee Operating Plan and forward to both Councils as information.  
Carried Unanimously*

## 3.0 **ALTERNATIVES:**

3.1 Council approves the Barrhead and District Twinning Committee proposed 2025 Operating Budget and 2026 to 2028 Operating Plan as presented.

3.2 Council instructs the Barrhead and District Twinning Committee to provide further information on the proposed 2025 Operating Budget and 2026 to 2028 Operating Plan and to bring back the information at a future Council Meeting.

**4.0 FINANCIAL IMPLICATIONS:**

The Committee's financial request will have an impact of \$4,350.00 to the Town's overall 2025 Operating Budget (a decrease of \$550.00 or 12.6% from the previous year).

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Limited to the operations of the Barrhead and District Twinning Committee.

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not applicable.

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Limited.

**8.0 ATTACHMENTS:**

1. 2025 Barrhead and District Twinning Committee Operating Budget
2. 2026 – 2028 Barrhead & District Twinning Committee Operating Plan

**9.0 RECOMMENDATIONS:**

- a) That Council approves the Barrhead and District Twinning Committee Operating Budget with expenditures in the amount of \$8,700.00, with each municipality contributing \$4,350.00, as presented and recommended by the Barrhead and District Twinning Committee.
- b) That Council approves the Barrhead & District Twinning Committee 2026 to 2028 Operating Plan, as presented and recommended by the Barrhead & District Twinning Committee.

(Original signed by the CAO)  
Collin Steffes  
CAO

	A	B	C	D	E
1	<b>Barrhead &amp; District Twinning Committee</b>				
2	<b>2025 Operating Budget</b>				
3	Approved by Committee: November 13, 2024				
4		<b>2024 BUDGET</b>	<b>2024 PROJECTED</b>	<b>2025 BUDGET</b>	<b>2025 COMMENTS</b>
5					
6	<b><u>OPERATING REVENUES</u></b>				
7	General Revenue	-	-	-	
8	Municipal Contribution (Town)	(4,900)	(2,200)	(4,350)	
9	Municipal Contribution (County)	(4,900)	(2,200)	(4,350)	
10	<b>TOTAL TWINNING OPERATING REVENUES</b>	(9,800)	(4,400)	(8,700)	
11					
12	<b><u>OPERATING EXPENSES</u></b>				
13	Conference Fees/Memberships	1,200	1,000	1,200	
14	Postage	100	100	100	
15	Advertising	500	-	500	
16	Promotion/Gifts	500	100	1,000	
17	Delegations & Miscellaneous Activities	5,000	2,700	3,000	
18	Meeting Expense	1,000	500	1,000	
19	Miscellaneous/Japanese Garden	500	-	700	
20	Mileage/Rentals	1,000	-	1,200	
21	<b>TOTAL TWINNING OPERATING EXPENDITURES</b>	9,800	4,400	8,700	
22					
23					
24					

	A	B	C	D	E	F	G
1	<b>Barrhead &amp; District Twinning Committee</b>						
2	<b>2026 to 2028 Operating Plan</b>						
3	Approved by Committee: November 13, 2024						
4		<b>2026 PLAN</b>	<b>2026 COMMENTS</b>	<b>2027 PLAN</b>	<b>2027 COMMENTS</b>	<b>2028 PLAN</b>	<b>2028 COMMENTS</b>
5	<b><u>OPERATING REVENUES</u></b>						
6	General Revenue	-		-		-	
7	Municipal Contribution (Town)	(5,450)		(6,450)		(4,650)	
8	Municipal Contribution (County)	(5,450)		(6,450)		(4,650)	
9	<b>TOTAL TWINNING OPERATING REVENUES</b>	(10,900)		(12,900)		(9,300)	
10							
11	<b><u>OPERATING EXPENSES</u></b>						
12	Conference Fees/Memberships	1,200		5,000	Host Conference	1,200	
13	Postage	100		100		100	
14	Advertising	500		500		500	
15	Promotion/Gifts	1,000		1,000		1,000	
16	Delegation & Miscellaneous Activities	5,000	Delegation to Japan	3,000		3,000	
17	Meeting Expense	1,000		1,000		1,000	
18	Miscellaneous/Japanese Garden	800		900		1,000	
19	Mileage/Rentals	1,300		1,400		1,500	
20	<b>TOTAL TWINNING OPERATING EXPENDITURES</b>	10,900		12,900		9,300	
21							
22							
23							

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Collin Steffes, CAO

**cc:** File

**Date:** November 26, 2024

**Re:** Cancellation of Utility Receivable Accounts

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**1.0 PURPOSE:**

To review the potential cancellation of Utility Receivable Accounts.

**2.0 BACKGROUND AND DISCUSSION:**

All outstanding Utility Accounts are sent to collection. Our office continually monitors our records and should any customers that had prior arrears on their accounts move back to town, these customers must pay their outstanding amounts when they set up an account.

It is recommended that the attached listing of three Utility Accounts be written-off. This listing includes one 2023 write-off in the amount of \$92.87 and two 2024 write-offs in the amount of \$301.33. All uncollected accounts are previous owners that sold their properties without paying the final utility bills.

The 2023 and 2024 Utility Revenues for Water, Sewer and Garbage from December 31, 2023, up to May 31, 2024, were \$1,467,106.65 and the potential cancellation in the amount of \$394.20 is approximately 0.03% of the noted revenue.

**3.0 ALTERNATIVES:**

3.1 That Council authorizes Administration to cancel the outstanding Utility Receivable Accounts in the amount of \$394.20, as indicated on the listing provided.

3.2 That Council tables the pending cancellation of outstanding Utility Receivable Accounts in the amount of \$394.20 and instructs Administration to provide further information at the next Council Meeting.

**4.0 FINANCIAL IMPLICATIONS:**

The 2024 Operating Budget includes an expense of \$2,000.00 for the potential cancellation of any Utility receivables.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

None

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not Applicable

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Limited

**8.0 ATTACHMENTS:**

8.1 List of Utility Accounts to be cancelled.

**9.0 RECOMMENDATION:**

That Council authorizes Administration to cancel the outstanding Utility Receivable Accounts in the amount of \$394.20, as indicated on the listing provided.

(original signed by the CAO)  
Collin Steffes  
CAO



# REQUEST FOR DECISION

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**To:** Town Council  
**From:** Collin Steffes, CAO  
**cc:** File  
**Date:** November 26, 2024  
**Re:** Cancellation of Trade Receivable Accounts

---

**1.0 PURPOSE:**

To review the potential cancellation of Trade Receivables Accounts.

**2.0 BACKGROUND AND DISCUSSION:**

All outstanding Accounts Receivables are sent off for collection. Our office sent out monthly statements and placed numerous phone calls in effort to collect the outstanding amounts owed. Our staff continually monitor our records and should any customers with prior arrears try to charge anything or set up an account, these customers must pay their outstanding amounts before doing so.

**3.0 ALTERNATIVES:**

3.1 That Council authorize Administration to cancel the outstanding Trade Receivable Account in the amount of \$203.00, as indicated on the listing provided.

3.2 That Council tables the pending cancellation of outstanding Trade Receivable Account in the amount of \$203.00 and instructs Administration to provide further information at the next Council Meeting.

**4.0 FINANCIAL IMPLICATIONS:**

The 2024 Operating Budget includes an expense of \$500.00 for the potential cancellation of any Trade Receivables.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Not Applicable



**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not Applicable

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Limited

**8.0 ATTACHMENTS:**

8.1 Listed accounts to be cancelled.

**9.0 RECOMMENDATION:**

That Council authorize Administration to cancel the outstanding Trade Receivable Account in the amount of \$203.00, as indicated on the listing provided.

(original signed by the CAO)

Collin Steffes  
CAO

**A/R Write Offs 2024**

<b>Invoice</b>	<b>Delinquency Date</b>	<b>Description</b>	<b>Amount</b>
IVC00006XXX	2023-10-07	Fire-Town Collision & Finance Charges	\$ 203.00
TOTAL			\$ 203.00

# REQUEST FOR DECISION

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**To:** Town Council  
**From:** Collin Steffes, CAO  
**cc:** File  
**Date:** November 26, 2024  
**Re:** Water Leak Detection

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## **1.0 PURPOSE:**

To approve a 2024 expense for Water Leak Detection in the Town.

## **2.0 BACKGROUND AND DISCUSSION:**

In September/October 2024, 172,139 m<sup>3</sup> of water was purchased from the Barrhead Regional Water Commission for a total cost of \$420,020.26. The water sold to Town residents was only 83,142 m<sup>3</sup> of water (48% cost recovery). Therefore, 88,997 m<sup>3</sup> of water is unaccounted for, for the months of September and October 2024.

It is not unusual for some water to be wasted, due to hydrant flushing, minor pipe leaks and fire department usage from the hydrants. However, being that our cost recovery was only 48% for the months of September and October 2024, it is strongly believed that there is a large, undetected leak, or several smaller, undetected leaks in town.

Administration is requesting that a company called Enviro Trace Advanced Leak Detection be hired to do leak detection for the entire Town. The quote for completing this project is \$67,000.00.

## **3.0 ALTERNATIVES:**

- 3.1 That Council authorize Enviro Trace Advanced Leak Detection to do a leak detection on the Town, at a cost of \$67,000.00.
- 3.2 That Council requests additional information regarding the water leak detection and instructs Administration to provide further information at the next Council Meeting.

**4.0 FINANCIAL IMPLICATIONS:**

The cost of the water leak detection is \$67,000.00 and could be funded from the 2024 Water Capital Reserve.

**5.0 INTERDEPARTMENTAL IMPLICATIONS:**

Not Applicable

**6.0 SENIOR GOVERNMENT IMPLICATIONS:**

Not Applicable

**7.0 POLITICAL/PUBLIC IMPLICATIONS:**

Limited

**8.0 ATTACHMENTS:**

8.1 Quote from Enviro Trace Advanced Leak detection for the leak detection on the entire Town.

**9.0 RECOMMENDATION:**

That Council authorize Administration to hire Enviro Trace Advanced Leak Detection for leak detection on the Town of Barrhead, at a cost of \$67,000.00, to be funded from the 2024 Water Capital Reserve.

(original signed by the CAO)

Collin Steffes  
CAO

Date: November 19,2022

ATTN: Trent Moore  
Town of Barrhead  
5014-50 Ave  
Barrhead Alberta  
T7N 1A2

(780)674-1999

Email : Tmoore@barrhead.ca

## Town of Barrhead

# Budgetary Estimate

Enviro Trace Ltd. has been working with municipalities and prominent private sector companies utilizing FIDO Artificial Intelligence to capture leak sounds on the network. This is a proactive, non-intrusive, cost-effective method of leak detection.

Enviro Trace is pleased to provide the following Budgetary Estimate for advanced leak detection services to the Town of Barrhead. The project would have two deployments to complete 42 Kilometers based on information which was provided by the municipality. We would require shape file drawings with GIS detail referencing size and type of lines and actual linear distance and a formal estimate will be provided.

### Enviro Trace Responsibilities:

- Deploy FIDO AI sensors across the designated sweep area
- Pick up sensors after data has been collected
- Review all data from the sensors
- Inform client immediately where areas are tight (no leaks) and where points of interest (WayPoints) have been located.
- Deploy technicians to investigate sensor findings
- Provide a report confirming all findings including categorization of leaks as small, medium and large, photos and maps.

### Client Responsibilities/Obligations:

- Provide all shape files, GIS for the selected sweep area with clearly marked asset points and details of pipe material, pipe diameters and operating pressure ahead of operational work commencing.
- Copy of a recent water audit if available.
- Areas which are selected for testing should include large enough sections of water infrastructure to be done concurrently to provide meaningful data. This would be reviewed and agreed upon with Enviro Trace in advance.
- Valves must be free and clear of debris and/or water (sensors are magnetic and need to adhere solidly to asset). Our technicians will spend a couple of minutes to dust off but anything major will need to be dealt with by client as this impacts time and results.
- Provide onsite operational support as required
- Client to co-ordinate and implement traffic control and signage where necessary.
- Provide read only access to flow and pressure data if available.

### Scope of work

- Preparation and Planning:
  - Conduct a tailgate meeting with the Client to discuss the project, objectives, and access points.
- Deployment:
  - Travel to site.
  - Review safety procedures and site requirements.
  - Deployment of FIDO AI Sensors onto the water main valves, and fire hydrant valves for overnight testing during lowest levels of usage.
- Upload and investigate:
  - Upload sensors and analyze the data to determine and identify areas as tight (non-leak) and any general points of interest by priority (large, medium and small).
  - Discussion of initial results with client.
  - Investigate points of interest
  - Technicians mark leak locations.
- Report:
  - Provide a report confirming all findings including categorization of leaks as small, medium and large, photos and maps.

The following estimate is valid for 30 days and based on customer provided information. This is subject to change upon site inspection.

**Trip 1**

<b>Leak Detection</b>	<b>\$30,701.44</b>
<b>Mobilization/Subsistence</b>	<b>\$2,420.00</b>
<b>Subtotal (Excluding GST)</b>	<b><u>\$33,121.00</u></b>

**Trip 2**

<b>Leak Detection</b>	<b>\$30,701.44</b>
<b>Mobilization/Subsistence</b>	<b>\$2,420.00</b>
<b>Subtotal (Excluding GST)</b>	<b><u>\$33,121.44</u></b>

**The total cost of Leak detection for the total 42 kilometers would be \$66,242.88 (Excluding GST)**

Adding KM of water main beyond the area estimated and or further investigations may incur additional man days and subsistence.

Should you require clarification or have questions please contact us.

Regards,  
Greg Lindgren  
Enviro Trace Ltd.  
780-699-4962

Disclaimer: Enviro Trace's advanced leak detection system attains a 90% accuracy in detecting and locating leaks. By consenting to the proposed work, you as the representative, are acknowledging that the conclusions drawn from the leak detection survey will hold validity exclusively for the agreed upon date. The survey is a snapshot of a point in time therefore any leaks that occur or are located following the completed survey are not represented.

**COUNCIL REPORTS  
AS OF NOVEMBER 26, 2024**

		Meeting (since last council)
Agricultural Society	Cr. Oswald (Alt. Cr. Kluin)	_____
Barrhead Accessibility Coalition	Cr. Kluin	_____
Barrhead Cares Coalition	Cr. Assaf	_____
Barrhead & Area Regional Crime Coalition (BARCC)	Mayor McKenzie	_____
Barrhead Attraction & Retention Committee	Mayor McKenzie	_____
Barrhead & District Social Housing Association	Cr. Smith	_____
Barrhead Fire Services Committee	Cr. Assaf and Cr. Smith	_____
Barrhead Regional Airport Committee	Mayor McKenzie and Cr. Assaf	_____
Barrhead Regional Landfill Committee	Cr. Sawatzky and Cr. Klumph	_____
Barrhead Regional Water Commission	Mayor McKenzie and Cr. Smith (Alt. Cr. Oswald)	_____
Capital Region Assessment Services Commission	Cr. Klumph	_____
Chamber of Commerce	Cr. Oswald	_____X_____
Community Futures Yellowhead East	Cr. Assaf (Alt. Cr. Kluin)	_____
Economic Development Committee	Committee of the Whole	_____
Enhanced Policing School Resource Officer Committee	Cr. Sawatzky (Alt. Mayor McKenzie)	_____
Family & Community Support Services Society	Cr. Kluin and Cr. Oswald	_____X_____
Intermunicipal Collaboration Framework Committee	Cr. Assaf, Cr. Smith and Mayor McKenzie	_____
Library Board	Cr. Klumph (Alt. Cr. Sawatzky)	_____X_____
Municipal Emergency Advisory Commission	Cr. Assaf, Cr. Kluin and Cr. Smith	_____
Municipal Planning Commission	Cr. Assaf, Cr. Oswald and Cr. Sawatzky (Alt. Cr. Smith)	_____
Subdivision & Development Appeal Board	Cr. Klumph	_____
Twining Committee	Cr. Klumph	_____X_____
Yellowhead Regional Library Board	Cr. Klumph (Alt. Cr. Sawatzky)	_____



## Regular Board Meeting Minutes

Thursday, October 17<sup>th</sup>, 2024

<b>Present</b>	<p>Leslie Penny – Chair  <del>Jean Loitz – Vice Chair</del>  Albert Mast – Secretary/Treasurer  Karen Pronishen – Executive Director  Kay Roberts – Finance  Terese Koch – Recording Secretary</p> <p>Paul Properzi, Anthony Oswald,  Kavitha Kamalahasan, Tom Carroll,  Bill Lane, Peter Kuelken, Sally Littke,  Dausen Kluin</p>	
<b>Absent/ Regrets</b>	Jean Loitz – Vice Chair	
	<p>1) <b>Call to Order:</b>  The regular meeting of the Barrhead &amp; District Family and Community Support Services Society was called to order by Leslie Penny at 9:42 am.</p>	
<b>24/10-01</b>	<p>2) <b>Acceptance of Agenda – Additions/Deletions</b></p> <p>Moved by Paul Properzi to accept the agenda.  Seconded by Anthony Oswald.</p>	<b>Carried</b>
	<p>3) <b>Board Delegation/Presentation</b></p> <ul style="list-style-type: none"> <li>None at this meeting.</li> </ul>	
<b>24/10-02</b>	<p>4) <b>Items for Approval</b></p> <p>a) Moved by Sally Littke to accept the minutes of the regular Board meeting for Barrhead and District FCSS Society from September 17<sup>th</sup>, 2024.  Seconded by Peter Kuelken.</p>	<b>Carried</b>
<b>24/10-03</b>	<p>b) <b>Financial Statements.</b>  Moved by Albert Mast to accept the financial statements for the 80/20 General Account, Community Account and Casino Account for the periods ending September 30<sup>th</sup>, 2024, as presented.  Seconded by Paul Properzi.</p>	<b>Carried</b>

	<p><b>5) New Business:</b></p> <p>a) <b>Poverty Simulation/Poverty in Canada online meeting</b>  -Two options to attend a Poverty Simulation in Edmonton are November 1<sup>st</sup> and 28<sup>th</sup>. You can sign up online, or let either Karen or Terese know that you are interested.</p> <p>b) <b>Christmas Dinner/December Board Meeting dates</b>  Moved by Paul Properzi to change the December Board meeting from December 19<sup>th</sup> to the 23<sup>rd</sup>. After the meeting will be the Board Christmas dinner in the FCSS Program Room.  Seconded by Anthony Oswald.</p> <p>c) <b>Budget</b>  Moved by Albert Mast to accept the 2025 FCSS budget as presented.  Seconded by Sally Littke.</p> <p>d) <b>Community events for volunteering – Sign-up sheets on the whiteboard in the Board Room.</b></p> <p>e) <b>FCSSAA Resolutions</b></p>	<p><b>24/10-04</b></p> <p><b>Carried</b></p> <p><b>24/10-05</b></p> <p><b>Carried</b></p>
	<p><b>6) Old business</b></p> <p>a) <b>Casino Volunteers</b></p>	
	<p><b>7) Items for Information</b></p> <p>a) <b>Director’s Report</b>  Moved by Dausen Kluin to accept the Director’s Report as information.  Seconded by Tom Carroll.</p> <p>b) <b>Challenges facing FCSS September 2024 – Summary</b></p>	<p><b>24/10-06</b></p> <p><b>Carried</b></p>
	<p><b>8) Board Development</b></p> <ul style="list-style-type: none"> <li>• <b>Succession Planning Guide</b></li> </ul>	
	<p><b>9) Board Committee Updates</b></p>	
	<p><b>10) In Camera</b></p>	
	<p><b>11) Next Meeting</b>  <b>Thursday, October 21<sup>st</sup>, 2024</b></p>	

24/10-07	<b>12) Adjournment</b> Moved by Dausen Kluin to adjourn the meeting at 10:45 am.	Carried
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**Barrhead & District Family and Community Support Services Society  
Regular Board Meeting of October 17<sup>th</sup>, 2024**

Julie Penny Chairperson

Jessie Koch Recording Secretary

**BARRHEAD & DISTRICT TWINNING COMMITTEE MEETING  
HELD WEDNESDAY, NOVEMBER 13, 2024, AT 5:00 PM  
IN THE TOWN COUNCIL CHAMBERS**

**PRESENT** Chairperson Rod Klumph, Cr. Walter Preugschas, Stephen Bablitz, Lynn Down, Leah Jackson, Elaine Dickie, Dennis Wilkins, Cheryl Callihoo and Gail Hove

**EXCUSED** Terra Golby

**OTHERS**

**CALL TO ORDER**

Chairperson Rod Klumph called the meeting to order at 5:11 p.m.

**CONSIDERATION  
OF AGENDA**

The agenda was reviewed and accepted with the following additions:

- 4(e) Cheryl Callihoo's Administrative Replacement
- 4(f) 35<sup>th</sup> Anniversary in 2026
- 5(b) A/JTMA AGM Conference Report

024-24 Moved by Stephen Bablitz that the Agenda be accepted with the amendments.

CARRIED UNANIMOUSLY

**CONFIRMATION  
OF MINUTES**

The Minutes of the Twinning Committee Meeting held May 6, 2024, were reviewed.

025-24 Moved by Cr. Walter Preugschas that the Minutes of the Twinning Committee Meeting held May 6, 2024, be accepted with the following amendment:

- To add - "PRESENT: Dennis Wilkins".

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM  
MINUTES**

Both the Town and County Councils have expressed their support to host the 2027 Twinning Conference.

The Committee has not received any follow-up information on the Tokoro long term student, it is assumed that the student has been accepted into the University of Ontario.

35<sup>th</sup> Twinning Anniversary 2026 – Miwa has informed the Tokoro Twinning Committee that the Barrhead delegation is considering visiting the last week in July or the first or second week of August to attend the 35<sup>th</sup> Anniversary and that possibly 12 people would

be attending. Confirmation of the dates and number of people will be given to Miwa. Cheryl will inquire about flight costs.

The Pagoda for the Friendship Park cannot be repaired. Dennis will check with the school to see if they can build a pagoda out of wood.

Drouin, Australia follow-up – Tim Wells advised that Drouin is hoping to send a delegation to the Rotary International Conference in Calgary next year and they hope to include a visit to Barrhead. When he has more information, he will send it to us. Cheryl will send the Committee a link to the Drouin Newspaper.

Namibia inquiry – an email was sent to Namibia to follow-up on the inquiry to consider a Twinning Friendship, we have not received a reply.

## **MARCH DELEGATION**

Cheryl Callihoo informed the committee that a student delegation will arrive in March. They are hoping to arrive on Thursday, March 6 and leave on Thursday, March 13, 2025. Miwa Nakadia, Tokoro contact, advised they will be sending 3 students, 1 teacher and herself in March. Once more information becomes available it will be passed onto the committee members. Cheryl will contact the school and give them a heads up that the students will be coming in March 2025.

Dennis Wilkins stated that he will host the teacher.

## **FINANCIAL STATEMENT**

The Financial Statement for the month ended September 30, 2024, was reviewed.

The Financial Statement was reviewed by the Committee.

026-24 Moved by Elaine Dickie that the Financial Statement for the month ended September 30, 2024, be accepted as information.

CARRIED UNANIMOUSLY

## **PROPOSED 2025 BUDGET**

The proposed 2025 Twinning Committee Budget was reviewed.

Cheryl Callihoo answered questions.

027-24 Moved by Dennis Wilkins that the Committee recommend approval of the proposed 2025 Twinning Committee Operating Budget and forward it to the Town of Barrhead and County of Barrhead Councils for approval.

CARRIED UNANIMOUSLY

028-24 Moved by Stephen Bablitz that the Committee accept as information the 2026 to 2028 Twinning Committee Operating Plan and forward to both Councils as information.

CARRIED UNANIMOUSLY

**INFORMATION  
ITEMS**

Stephen Bablitz and Leah Jackson attended the A/JTMA AGM Conference in Rocky Mountain House. They said that there were about 10 different communities in attendance and that it was a great conference.

**NEXT MEETING**

The next meeting of the Twinning Committee will be Monday, January 13, 2025 at 5:00 p.m. in the Town of Barrhead Council Chambers.

CARRIED UNANIMOUSLY

**ADJOURN**

029-24 Moved by Cr. Walter Preugschas to adjourn the meeting at 6:30 p.m.

CARRIED UNANIMOUSLY

**BARRHEAD REGIONAL FIRE SERVICES COMMITTEE  
MEETING HELD WEDNESDAY, NOVEMBER 13, 2024  
IN THE EMERGENCY RESPONSE CENTRE**

These minutes are  
unofficial until approved  
by the Committee.

**PRESENT** Crs.: Don Smith, Ty Assaf, Marvin Schatz, Paul Properzi, Ex-officio Doug Drozd, Town Member-at-Large Ross Pentney, County Member-at-Large Ivan Kusal

**OTHERS** Town Director of Corporate Services Jennifer Mantay, County Director of Corporate Services Tamara Molzahn, Regional Fire Chief Gary Hove and Deputy Regional Fire Chief Ted Amos

**CALL TO ORDER** Jennifer Mantay, Town Director of Corporate Services, called the meeting to order at 12:08 p.m.

**ELECTION OF CHAIRPERSON** Jennifer Mantay called for nominations for a Chairperson.

Cr. Assaf nominated Cr. Smith as Chair.

Cr. Smith accepted.

**ELECTION OF VICE CHAIRPERSON** Jennifer Mantay called for nominations for a Vice Chairperson.

Cr. Smith nominated Cr. Schatz as Vice Chairperson

Cr. Schatz accepted.

08-24 Moved by Cr. Assaf that nominations cease.

CARRIED UNANIMOUSLY

**ASSUMED THE CHAIR** Cr. Smith assumed the Chair.

**AGENDA** The agenda was reviewed.

09-24 Moved by Cr. Assaf that the Agenda be accepted as presented.

CARRIED UNANIMOUSLY

**FIRE MINUTES** Minutes of the Barrhead Regional Fire Services Committee meeting held September 5, 2024, were presented.

10-24 Moved by Cr. Properzi that the Minutes of the Barrhead Regional Fire Services Committee meeting held September 5, 2024, be accepted as presented.

CARRIED UNANIMOUSLY

BARRHEAD REGIONAL FIRE SERVICES COMMITTEE MEETING  
WEDNESDAY, NOVEMBER 13, 2024

**FIRE – PROPOSED  
2025 OPERATING  
BUDGET**

The proposed 2025 Barrhead Regional Fire Services Operating Budget was reviewed.

11-24

Moved by Cr. Assaf that the Barrhead Regional Fire Services proposed 2025 Regional Fire Operating Budget be accepted in the amount of \$976,290.00, and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

**FIRE – PROPOSED  
2026-2028  
OPERATING PLAN**

The 2026-2028 Proposed Barrhead Regional Fire Services Operating Plan was reviewed.

12-24

Moved by Ivan Kusal that the Barrhead Regional Fire Services 2026-2028 Proposed Operating Plan be accepted in the amounts of:

- 2026 - \$1,019,690.00
- 2027 - \$1,023,580.00
- 2028 - \$1,068,120.00

and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

**FIRE - PROPOSED  
2025 CAPITAL  
BUDGET**

The Proposed Barrhead Regional Fire Services 2025 Capital Budget was reviewed.

13-24

Moved by Ross Pentney that the Barrhead Regional Fire Services Proposed 2025 Capital Budget be accepted in the amount of \$850,000.00 and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY



BARRHEAD REGIONAL FIRE SERVICES COMMITTEE MEETING  
WEDNESDAY, NOVEMBER 13, 2024

**ERC – PROPOSED  
2025 OPERATING  
BUDGET**

The Proposed 2025 Emergency Response Centre Operating Budget was reviewed.

14-24

Moved by Cr. Schatz that the Proposed 2025 Emergency Response Centre Operating Budget be accepted in the amount of \$57,400.00 and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

**ERC - PROPOSED  
2026-2028 OPERATING  
PLAN**

The Proposed Emergency Response Centre 2026-2028 Operating Plan was reviewed.

15-24

Moved by Cr. Assaf that the Proposed Emergency Response Centre 2026-2028 Operating Plan, be approved in the amounts of:

- 2026 - \$59,440.00
- 2027 - \$61,560.00
- 2028 - \$63,740.00

and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

**ERC – PROPOSED  
2025 CAPITAL  
BUDGET**

The Proposed 2025 Emergency Response Centre Capital Budget was reviewed.

16-24

Moved by Cr. Schatz that the Proposed 2025 Emergency Response Centre Capital Budget be accepted in the amount of \$11,900.00, and be recommended for approval to both the Town Council and County Council, as presented.

CARRIED UNANIMOUSLY

**FIRE/ERC  
10 YEAR CAPITAL  
PLAN**

The Barrhead Regional Fire Services/Emergency Response Centre 10 Year Capital Plan was reviewed.

17-24

Moved by Cr. Properzi that the Barrhead Regional Fire Services/Emergency Response Centre 10 Year Capital Plan be amended to move the Pierce

BARRHEAD REGIONAL FIRE SERVICES COMMITTEE MEETING  
WEDNESDAY, NOVEMBER 13, 2024

Platform – Tower 6 to 2029 and increase the budget to \$1.5 million, and that the amended Plan be recommended for approval to both the Town Council and County Council, as amended.

CARRIED UNANIMOUSLY

**NEXT MEETING** The next meeting will be at the Call of the Chair.

**ADJOURN**

18-24 Moved by Cr. Schatz that the meeting be adjourned at 12:43 p.m.

CARRIED UNANIMOUSLY

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Chairman – Don Smith

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Recording Secretary – Jennifer Mantay

# REQUEST FOR DECISION

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**To:** Town Council

**From:** Collin Steffes, CAO

**cc:** File

**Date:** November 26, 2024

**Re:** Bylaw 11-2024 – Rates and Fees Bylaw

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## **1.0 Purpose:**

For Council to consider passing all three readings to the Town's new Rates and Fees Bylaw 11-2024.

## **2.0 Background and Discussion:**

Bylaw 11-2024 was first presented to Town Council during the February 27<sup>th</sup> Council Meeting.

As there were a few questions from Council, Council passed a resolution to table Bylaw 11-2024 and requested further information from Administration.

The following are the answers to Council's inquiry:

- Private Youth Ice where the majority are under 17, usually birthday parties
- Summer ice - outside of Town or County - ice between July 15 and September 30.
- Half day is four hours or less
- Full day excess of four hours to a maximum of eight hours
- Lobby rental - Staff do not monitor used to be used for AGMS and extra space for birthday parties when Godberson room would be booked.
- Minor ball or T-Ball - part of minor ball so I would expect that we would raise the rate by the same ratio.
- Corporate membership 15% reduction minimum of five passed purchased.
- It has been several years since this diamond rental rate has been amended. All other diamond rental rates fall within the ranges from other surrounding communities.
- Addition to the Bylaw is the rates for inline hockey, ball hockey and Lacross.

For ease of reference and convenience, any proposed changes to the attached bylaw are seen with a strikethrough and any proposed new information is highlighted in yellow.

It is important to note that all the rates shown in the attached bylaw has the 5% G.S.T. included.

The following are the reasons there was a delay in re-submitting the draft bylaw to Council:

- a) Administration was waiting for the 2024 Equipment Rental Guide from the Alberta Roadbuilders & Heavy Construction Association. This guide is used as a reference for the Town's own rates.
- b) Administration wanted to wait for a full 12-month cycle to review the energy cost for the arena, as a result of the recent installed energy efficient system.
- c) There was not an urgency for Council to review the increase as there is some recommendations for fee relating to ball diamond but they would only take into effect for 2025.

**3.0 Alternatives:**

- 3.1 Council pass all three readings to the Town's new Rates and Fees Bylaw 11-2024, as presented.
- 3.2 Council pass all three readings to the Town's new Rates and Fees Bylaw 11-2024, as directed to Administration.
- 3.3 Council tables proposed Bylaw 11-2024 and instructs Administration to provide further information and bring back the information at the next scheduled Council Meeting.

**4.0 Financial Implications:**

Limited

**5.0 Interdepartmental Implications:**

Not applicable.

**6.0 Senior Government Implications:**

Not applicable.

**7.0 Political/Public Implications:**

Minimal – based on the proposed amendments to the existing rates and fees.

**8.0 Attachments:**

- 8.1 Draft Bylaw 11-2024, Rates and Fees Bylaw

**9.0 Recommendations**

Council pass all three readings to the Town's new Rates and Fees Bylaw 11-2024, as presented.

(original signed by the CAO)

**Collin Steffes**  
CAO

**BYLAW 11-2024**

**A BYLAW OF THE TOWN OF BARRHEAD IN THE PROVINCE OF ALBERTA TO ESTABLISH FEES AND RATES FOR SERVICES PROVIDED BY THE MUNICIPALITY**

**WHEREAS**, pursuant to the provisions of the Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta, 2000, and amendments thereto, the Council may pass Bylaws for the purpose of establishing fees and rate charges for services provided by the municipality; and,

**NOW THEREFORE**, duly assembled in a Regular Meeting, the Council of the Town of Barrhead, in the Province of Alberta hereby enacts as follows:

1. This bylaw shall be known as the “Fees and Rates bylaw”
2. The fees and rates contained and attached as Schedule A shall form part of this bylaw and may be amended from time to time and any such amendment shall form part of this bylaw.
3. This Bylaw shall come into force and have effect from and after the date of third reading thereof.
4. 03-2024, is hereby rescinded.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2024.

TOWN OF BARRHEAD

\_\_\_\_\_  
Mayor, Dave McKenzie

\_\_\_\_\_  
CAO, Collin Steffes

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2024

TOWN OF BARRHEAD

\_\_\_\_\_  
Mayor, Dave McKenzie

\_\_\_\_\_  
CAO, Collin Steffes

Read a third time this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2024 and passed.

TOWN OF BARRHEAD

\_\_\_\_\_  
Mayor, Dave McKenzie

\_\_\_\_\_  
CAO, Collin Steffes

**SCHEDULE "A"**

**ADMINISTRATION SERVICES**

<b>Tax Certificate</b>	<b>Description</b>	<b>Fee-Rates</b>
Regular	Within one working day	\$25.00
Priority	Within 2 hours of request	\$50.00
Verbal Property Information request		\$10.00

<b>Assessment Complaints</b>	<b>Description</b>	<b>Rate-Fee</b>
Residential 3 or fewer and farmland		\$50.00
Residential 4 or more dwellings	Variable (as noted below)	
	Assessed Value of up to \$249,999	\$200.00
	Assessed Value of between \$250,000 to \$499,999	\$400.00
	Assessed Value that exceeds \$500,000	\$650.00
Non-Residential	Variable (as noted below)	
	Assessed Value of up to \$249,999	\$200.00
	Assessed Value of between \$250,000 to \$499,999	\$400.00
	Assessed Value that exceeds \$500,000	\$650.00

<b>Miscellaneous</b>	<b>Description</b>	<b>Rates/Fees</b>
Historical record search	Lawyer, Engineer or Environmental request to undertake a historical record search	\$100.00
Photo Copies		\$0.25/copy
Sale of Pins		\$2.50 + tax
Fax Service		\$3.00 + \$1.00/page
<b>Finance Charge</b>	<b>Any Accounts Receivable Invoices outstanding for more than 30 days</b>	<b>1.5% on principal amount</b>
<b>Sale of Maps</b>		
Small maps	11x17	\$2.50
Large maps	2'x3'	\$5.00
Large maps	Larger than 2'x3'	\$5.00 plus \$1.00/per sq ft over
<b>Promotional Items</b>		<b>Rate/fee + tax</b>
Town Flags		\$100.00

**ANIMAL CONTROL SERVICES**

<b>Description</b>	<b>Rates/Fees</b>
Dog/Cat License -spayed/ neutered (documentation required)	\$8.00
Dog/Cat License- unspayed/unneutered	\$20.00
Service Dog	Nil
Lost/damaged license tag replacement	\$8.00
Animal shelter/impond fee	\$20.00/daily

## BUSINESS LICENSE

Description	Rates-Fees
Annual (resident/non-resident)	\$125.00
Home Based Business	\$175.00
Between July 31-October 31 - 50% reduction (after November 1 annual fee to Dec 31 of following year)	
Description - Other	
Hawkers-Peddlers-door to door	\$75.00/weekly
Temporary	\$50.00/weekly
Youth Entrepreneur (under 18)	\$10/monthly
Food Vender	\$125.00/yearly
General Contractor	\$500.00

## CEMETERY SERVICES

Main Section	Plot Fee	Perpetual Care Fee	Total Fee + Tax
Single Plot	\$450.00	\$100.00	\$550.00
Double Depth	\$450.00	\$100.00	\$550.00
Single Plot Child under 18	waived	\$100.00	\$100.00
Infant/Child (Eastlawn)			
¼ Plot	waived	\$25.00	\$25.00
½ Plot	waived	\$50.00	\$50.00

## COLUMBARIUM NICHE (maximum of two urns per niche)

Niche Location	Cost per Niche Plus GST	Perpetual Care Plus GST	Cover Plate and engraving	Open and Close Fees
Level #1	\$1,000.00	\$100.00	Full Responsibility of purchaser. Must be purchased from and paid in full to <b>Town of Barrhead</b> . Must follow outline in "Inscription Details" which forms part of the Columbarium Niche Sales Contract  <b>An Administration Fee of \$100 will be added to cover plate/engraving costs.</b>	Includes opening and closing for first internment
Level #2	\$900.00	\$100.00		Includes opening and closing for first internment
Level #3	\$800.00	\$100.00		Includes opening and closing for first internment
Level #4	\$700.00	\$100.00		Includes opening and closing for first internment
				\$150.00 for each weekday occurrence. + tax
Additional Opening and Closing				\$200.00 for weekend and statutory holidays. + tax



**DEVELOPMENT (PLANNING) SERVICES**

Development	Description	Rates-Fees
Permit	Residential	\$100.00
Permit	Non-residential (Commercial/Industrial/institutional)	\$150.00
Permit	Shed-fence-garage-deck	\$50.00
Permit	Discretionary-Variance- Residential	\$150.00
Permit	Discretionary-Variance-Non-residential	\$200.00
Permit	Demolition	\$50.00
Sign Permit		\$50.00
Development	Description	Rates-Fees
Appeals	Development Appeals	\$200.00
Rezoning Requests	Land Use Bylaw Amendment	\$800.00

Encroachment Agreements	Description	Assessed age	Up to 152.4m Rate/Fee	Over 152.4m Rate/Fee
Assessed age of building based on a 50-year life span All fees are applied to tax roll	Residential	Under 25%	\$100.00/year	\$150.00
		Between 25% & 50%	\$75.00/year	\$100.00
		Between 50% & 75%	\$50.00/year	\$75.00
		Over 75%	\$25.00/year	\$50.00
	Description	Assessed age	Up to 152.4m	Over 152.4m
	Commercial/Industrial	Under 25%	\$200.00	\$350.00
		Between 25% & 50%	\$150.00	\$300.00
		Between 50% & 75%	\$100.00	\$200.00
		Over 75%	\$50.00	\$100.00
	Description	Rate/Fee		
	Fence	\$25.00/year		
	Garage/Shed	\$25.00/year		

Compliance Certificate (Real Property Report)	Description	Rate/Fee
Regular Service	Within 1 week of request	\$60.00
Priority Service	Within 2 days of request	\$100.00

**FIRE PROTECTION SERVICES**

Unit	Description	No. Fire Fighters	Hourly Rate	Comments
Command 1	2014-Dodge Power 3/4 Ton	1	\$150.00 <b>\$210.00</b> <del>\$185.00</del> for Prov. Highway Right-of-way	Has an enclosed topper and the ability to block, with misc. hand tools and pylons
Command 2	2010 GMC 3/4 Ton	1	\$150.00 <b>\$210.00</b> <del>\$185.00</del> for Prov. Highway Right-of-way	Has an enclosed topper and the ability to block, with hand tools and pylons
Tower 6	2009-Pierce 104 Foot Ladder/Platform	4	\$600.00 <b>\$720.00</b> <del>\$630.00</del> for Prov. Highway Right-of-way	T-6 is a 2000 GPM Pump with multiple attack lines master streams, Connection Air system and Misc Tools and Fans
Engine-33	2006-Freightliner Rosenbauer 1000 GPM pump	5	\$500.00 <b>\$720.00</b> <del>\$630.00</del> Prov. Highway Right-of-way	E-33 is a 1000 GPM pump with pre-connected attack lines and two fixed master streams with misc tools for suppression
Engine-3	1999 Freightliner Fort Gary 1000 GPM pump	5	\$500.00 <b>\$720.00</b> <del>\$630.00</del> for Prov. Highway Right-of-way	E-3 is a 1000 GPM pump with pre-connected attack lines and misc tools for suppression
Rescue-8	2011-Freightliner Rosenbauer Heavy rescue	6	\$400.00 <b>\$720.00</b> <del>\$630.00</del> for Prov. Highway Right-of-way	R-8 is a Command/Rescue unit with awning light tower Re-hab equipped with Heavy hydraulics and misc Rescue tools
Tender-34	2008-Freightliner Rosenbauer Water Tender 500 GPM pump and 1754 Gal water	2	\$400.00 <b>\$720.00</b> <del>\$630.00</del> for Prov. Highway Right-of-way	Tender-34 is a tactical tender that has a bumper mounted monitor. It can be used for Firefighting @ \$400.00 per/hr or transporting water @ \$250.00 per/hr. and one 1800Gal port-o-tank
Tender-5	2013-Kenworth Water Tender 500GPM pump and 3000 Gal Water	2	\$300.00 <b>\$720.00</b> <del>\$630.00</del> for Prov. Highway Right-of-way	Tender-5 is a Super Tender with a bumper mounted monitor
Rapid Attack Truck-1	1999 - 1 Ton Bush Truck	4	\$250.00 <b>\$720.00</b> <del>\$630.00</del> for Prov. Highway Right-of-way	RAT-1 is equipped with a 300 gal CET bush pack with class A foam and misc wild land tools, including wajax pump and chainsaw
Wildland 1	2012 Polaris Ranger 6x6 off road side by side	2	\$150.00	Wild-1 has a CET skid unit with 65 Gal of water and a 5Hp pump with the ability to secure a patient for remote access. Stored in a 30 foot Aluminum Trailer.
Fire Fighter				
Administrative time	Per/Hrs	N/A	\$75.00	Time use to enter data or perform tasks outside normal duties.
Investigative time	Per/Hrs	N/A	\$100.00	Time use by trained members to search for cause and determination of an incident

Unit	Description	Rate	Comment
Historical Search		\$50.00	Time used to look into property outstanding, orders calls to or changes recommended to the property
Bullex Prop.	Extinguisher Prop.	\$100.00 per day Max. \$500 for 14 days	Proper training and Credit card pre. Authorization for \$2,000.00
K-Size Air bottle fill		\$50.00	All bottles must be within the certified time frame.
E/D-Size Air bottle fill		\$20.00	All bottles must be within the certified time frame.
Floor Dry	Standard Floor Dry	Cost at purchase price plus 10%	Cost Per. Bag
Floor Dry	Special Bio. or Chem. Dry	Cost at purchase price plus 10%	Cost Per Bag, Pail
Foam	Class "A"	Cost at purchase price plus 10%	Cost Per Pail
Foam	Class "B"	Cost at purchase price plus 10%	Cost Per Pail
Foam	Class Fire Aid	Cost at purchase price plus 10%	Cost Per Pail

**PUBLIC WORKS SERVICES**

Equipment	Description	Hourly Rate- Fee
Grader	670 GP	<del>\$200.00</del> \$220.00
Sweeper	Global M4 HSF	<del>\$220.00</del> \$235.00
Loader	544H Deere	<del>\$125.00</del> \$140.00
Loader	544K Deere	<del>\$140.00</del> \$165.00
Snow Blower		<del>\$250.00</del> \$275.00
Loader Backhoe	310 SE Deere	<del>\$90.00</del> \$105.00
Skid Steer	318D	<del>\$105.00</del> \$110.00
Gravel Truck	Tandem	<del>\$150.00</del> \$155.00
Garbage Truck		<del>\$200.00</del> \$215.00
Recycle Truck		\$90.00
Sand Truck		\$200.00 + Sand \$50/tonne
Karcher Steamer		<del>\$150.00</del> \$175.00
Sewer Flush Truck		<del>\$200.00</del> \$225.00
John Deere Tractor		<del>\$130.00</del> \$135.00
Schulte Mower		<del>\$35.00</del> \$40.00
Sewer Camera		<del>\$250.00</del> \$275.00
Power Auger		<del>\$180.00</del> \$200.00
Air Compressor		<del>\$45.00</del> \$50.00 \$310/day \$350/day
Wobble Wheel		<del>\$15.00</del> \$20.00
Pick up		\$35.00
Landfill Cat		<del>\$175.00</del> \$275.00
Landfill Compactor		<del>\$250.00</del> \$310.00
Asphalt Compactor		\$90.00
Line Painter		<del>\$170.00</del> \$185.00
Chipper	7" to 10"	\$180.00
Supervisory Rate		<del>\$120.00</del> \$150.00
Mechanic Rate		<del>\$100.00</del> \$130.00
Labour Rate		<del>\$70.00</del> \$80.00
<b>**Troy Nimrichter Contract Services</b>		\$95.00 Materials -\$35.00/Tonne
<b>Landfill Tipping Fees</b>	<b>Description</b>	<b>Rate/Fee</b>
	Pickup Truck	\$35.00
	Truck/Trailer	\$55.00
	Large Truck 1 ton & over	\$65.00
	Tandem Truck	\$95.00
	End Dump	\$155.00p

RECREATION SERVICES

Facility/ Description	Item	Rate Type	Rate with GST
<b>Arena- Ice</b>	Minor Ice Before 9:00am (Mon-Fri)	Hourly	\$94.30
	Minor Ice 9:00am-4:00pm (Mon-Fri)	Hourly	\$84.00
	Minor Ice After 4:00pm (Mon-Fri)	Hourly	\$107.10
	School Ice Rental	Hourly	\$43.90
	Adult Recreation Ice- Town or County	Hourly	\$179.90
	Adult Recreation Ice- Outside of Town or County	Hourly	\$189.60
	Private Youth Ice	Hourly	\$107.10
	Competitive Hockey- Practice (9-4, Mon.-Fri.)	Hourly	\$84.00
	Competitive Hockey- Games	Hourly	\$179.90
	Summer Ice-Town or County	Hourly	\$160.20
	Summer Ice - Outside of Town or County	Hourly	\$170.90
<b>Arena-Ice (Off Season)</b>	Socials,Graduations,Weddings	Hourly	\$428.40
	Socials,Graduations,Weddings	Half Day	\$696.20
	Socials,Graduations,Weddings	Full Day	\$1,071.00
	Agricultural Shows, Rodeos	Hourly	\$535.50
	Agricultural Shows, Rodeos	Half Day	\$803.30
	Agricultural Shows, Rodeos	Full Day	\$1,285.20
	Commercial Rentals, Trade shows	Hourly	\$642.60
	Commercial Rentals, Trade shows	Half Day	\$1,071.00
	Commercial Rentals, Trade shows	Full Day	\$1,606.50
	Nonprofit Group	Hourly	\$374.90
	Nonprofit Group	Half Day	\$589.10
	Nonprofit Group	Full Day	\$856.80
	Rental - Outside of Town or County	Hourly	\$535.50
	Rental - Outside of Town or County	Half Day	\$803.30
	Rental - Outside of Town or County	Full Day	\$1,285.20
	In-Line Hockey, Ball Hockey/Lacrosse	Hourly/From 8am-5pm-10pm	\$69.60
	In-Line Hockey, Ball Hockey	Hourly/From 5pm-10pm	\$85.70
	Off Season BMBA	Hourly	\$26.80
	Youth In-Line Hockey, Ball Hockey/Lacrosse Outside Town or County	Hourly	\$83.52
<b>Arena Kitchen/Concession</b>	Rental	Half Day	\$128.50
	Rental	Full Day	\$250.00
	Concession Lease	Lease	\$633.40
<b>Arena Lobby</b>	Lobby	Full Day	\$160.70
	Lobby	Half Day	\$85.70
<b>Charles Godberson Rotary Room</b>	Meetings, socials, etc.	Hourly	\$53.60
	Meetings, socials, etc.	Half Day	\$107.10
	Meetings, socials, etc.	Full Day	\$160.70
	Birthday Parties	First hour with Private Pool Rental	\$32.10
<b>Agrena Second Floor Meeting Room</b>	Meetings, socials, etc.	Hourly	\$25.24 \$53.60
	Meetings, socials, etc.	Half Day	\$67.28 \$107.10

	Meetings, socials, etc.	Full Day	\$101.02 \$160.70
<b>Facility/ Description</b>	<b>Item</b>	<b>Rate Type</b>	<b>Rate with GST</b>
	Birthday Parties	First hour with Private Pool Rental	\$32.10
<b>Minor Ball</b>	1 Diamond	Amount per year Full Day	\$650.00 \$37.00
<b>Ball Diamonds- Other Tournaments/Hosting</b>	1 Diamond	Full Day	\$73.90 \$35.00
<b>Non League Teams/Outside of Town or County</b>	Games	Full Day	\$33.50 \$41.08
	Practices	Full Day	\$16.10
<b>Ball Leagues</b>	Senior Men's or Ladies	Team Per Season	\$154.20
	Fast Ball	Team Per Season	\$154.20
	Slo-Pitch	Team Per Season	\$154.20
	Minor Ball or T-Ball	Team Per Season	\$24.60
	Mite to Bantam	Team Per Season	\$37.00
	Midget	Team Per Season	\$49.30
<b>Rotary Park Camping</b>			
	All Sites	Per Night	\$30.00
<b>Cecile Martin/Beaver Brook Soccer Fields</b>	Youth Rate	Field Per 2 Hour Booking	\$16.10
	Adult Rate	Field Per 2 Hour Booking	\$32.10
<b>Misc Items</b>	Tables	Each Per Weekend	\$10.50
	Chairs	Each Per Weekend	\$3.15
	Delivery Fee Outside of Town Working Hours or Statutory Holidays	Hour Per Person	\$78.75
	Delivery Fee Within Town Working Hours	Hour Per Person	\$52.50
	Pick Up Fee Outside of Town Working Hours or Statutory Holidays	Hour Per Person	\$78.75
	Pick Up Fee Within Town Working Hours	Hour Per Person	\$52.50
	Damage Deposit	Flat Rate	\$105.00
<b>Bounce House</b>	Child Drop in	Per Person	\$4.00
	Castle Bounce House	Hourly	\$148.50
	Jungle Combo Bounce House	Hourly	\$148.50
	Obstacle Course Bouncer	Hourly	\$168.50
	Castle Bounce House & Jungle Combo	Hourly	\$208.50
	Obstacle Course & Jungle or Castle Combo	Hourly	\$228.50
	Obstacle Course & Jungle & Castle Combo	Hourly	\$288.50
<b>Bounce House with Pool Rental</b>	Castle Bounce House	Hourly	\$111.40
	Jungle Combo Bounce House	Hourly	\$111.40
	Obstacle Course Bouncer	Hourly	\$126.40
	Castle Bounce & Jungle Combo	Hourly	\$156.40

	Obstacle Course & Jungle or Castle Combo	Hourly	\$171.40
<b>Facility/ Description</b>	<b>Item</b>	<b>Rate Type</b>	<b>Rate with GST</b>
	Obstacle Course & Jungle & Castle Combo	Hourly	\$216.40
<b>Advertising</b>	Zamboni	Per Unit- Price Dependent on Location	\$367.50- \$525.00
	Arena Glass	Per Year	\$315.00
	Dash Boards	Per Year	\$840.00
	Dash Boards	Per multi-year Agreement	\$735.00
	Dressing Room	Per Year	\$1,575.00
	Ice Scooter Advertising	Per Year	\$78.75
	Ice Scooter Advertising	Lifetime	\$267.80
	Centre Ice Logo	Per Year	\$1,575.00
	Ice Logo	Per Season	\$525.00
	Bleacher Risers	Per Year	\$262.50
<b>Clean up Charge</b>	Event Clean Up	Flat Rate	\$321.30
	Concession Clean Up	Per Hour	\$100.00
<b>Curling Rink</b>	Main Floor	Half Day	\$126.00
	Main Floor	Full Day	\$252.00
	Main Floor	Weekend	\$525.00
<b>Misc</b>	Public Skate Sponsorship	Flat Rate	\$107.10
	Re-Key Storage Room	Flat Rate	\$100.00
	Dressing Room	Flat Rate/Per Ice Season	\$630.00
	Under Bleacher Storage Unit Rental	Per Unit/Per Season	\$214.20
<b>Pool Pass</b>	Adult(18-64)	Drop in Rate	\$8.75
		10 Passes	\$74.50
		Monthly Membership	\$56.10
		Corporate Monthly Pass	\$47.68
		3 Month Membership	\$163.20
		3 Month Corporate Pass	\$138.72
		6 Month Membership	\$316.20
		6 Month Corporate Pass	\$268.77
		12 Month Membership	\$479.40
		12 Month Corporate Membership	\$407.49
<b>Pool Pass</b>	Youth(13-17)	Drop in Rate	\$5.50





		6 Month Membership	\$637.50
		12 Month Membership	\$1,020.00
	Aqua Spin	Daily Drop in	\$12.90
		Discount on Daily Drop In	\$6.40
		9 Pass Membership	\$96.40
		Discount on 9 Pass	\$48.20
<b>Pool Rentals</b>	Private Pool Rental 1-40 People	In town/county	\$128.50
<b>Facility/ Description</b>	<b>Item</b>	<b>Rate Type</b>	<b>Rate with GST</b>
		Out of town/county	\$257.00
	Private Pool Rental 41-60 People	In town/county	\$176.70
		Out of town/county	\$267.80
	Private Pool Rental 61-80 People	In town/county	\$219.60
		Out of town/county	\$299.90
	Private Pool Rental 81-100 People	In town/county	\$267.80
		Out of town/county	\$362.00
<b>School Pool Rentals</b>	School Rental 1-40 People	In town/county	\$75.00
		Out of town/county	\$128.50
	School Rental 41-60 People	In town/county	\$107.10
		Out of town/county	\$149.90
	School Rental 61-80 People	In town/county	\$139.20
		Out of town/county	\$208.90
	School Rental 81-100 People	In town/county	\$176.70
		Out of town/county	\$251.70
	School Rental 101-120	In town/county	\$214.20
		Out of town/county	\$294.50
<b>School Lessons</b>	One Instructor(No GST)	Per Student	\$33.00
	Additional Instructor (No GST)	Per Student	\$20.00
<b>Lessons</b>	Preschool	Per Set	\$49.00
(No GST for 14 Years and Under )	Swimmer 1-2	Per Set	\$54.10
	Swimmer 3-6	Per Set	\$55.00
	Private Lessons	Per ½ hour Lesson	\$20.00
	Semi- Private Lessons	½ hour Lesson Per Person	\$ 10.00
<b>Swim Club</b>	Lane	Lane Per ½ Hour	\$8.00
	Day	Per 8 Hour Day	\$1,038.90
<b>Pro Shop</b>	Goggles - Adult	Per item	\$20.00
	Goggles- Youth	Per item	\$17.10
	Swim Caps	Per item	\$10.70
	Nose Clips	Per item	\$6.40
	Pool Pants	Per item	\$10.70
	Swim Diapers	Per item	\$2.10
	Shampoo	Per item	\$7
	Conditioner	Per item	\$7
	Ear Plugs	Per Item	\$6.40

